

BIG WALNUT LOCAL SCHOOLS

TITLE: **Instruction and Innovation Coordinator (PreK-12)**

QUALIFICATIONS: Bachelor's Degree or higher
Valid State of Ohio licensure
Experience in classroom, educational technology experience preferred
Experience in aligning curriculum, instruction, and assessment

REPORTS TO: Director of Academic Achievement

JOB GOALS: To act as a support for district leadership and staff as it relates to district instructional programs; to research, develop, and implement professional development opportunities for staff; to coach and provide instructional guidance by modeling engaging 21st century methods and concepts; encourage and support the implementation of technology and innovative strategies in the classroom.

PERFORMANCE RESPONSIBILITIES:

- Ability to lead a professional learning community to meet the needs of every student
- Strong understanding of research-based best practices
- Ability to lead the District vision and build an environment of continuous improvement
- Lead District academic initiatives
- Serve as catalyst for innovation, including use of technology for the delivery of instruction
- Demonstrate a capacity to motivate and lead instructional staff in order to yield the highest academic performance possible from all students
- Knowledge of the Ohio standards and testing, with the ability to analyze data to develop a plan to increase student achievement
- Lead the development and implementation of professional development on all state standards and initiatives
- Assist teachers in understanding the use of formative and summative assessments in order to differentiate and improve instructional practices and strategies
- Work collaboratively with content-specific departments and instructional teams to transform and improve instruction and instructional programs
- Other duties as assigned

TERMS OF EMPLOYMENT:

- Administrative Level II benefit schedule
- Salary and work schedule to be determined

EVALUATION: Performance of this job will be evaluated in accordance with the provisions of the Board of Education Policy on Evaluation of Professional Personnel.

(Adoption Date: February 18, 2016)