

# New Albany-Floyd County Consolidated School District Literacy Coach (251)

## JOB POSTING

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### Job Details

<i>Title</i>	<b>Literacy Coach</b>
<i>Posting ID</i>	<b>251</b>
<i>Description</i>	<b>TITLE:</b> Literacy Coach <b>CLASSIFICATION:</b> Certified Position <b>REPORTS TO:</b> Building Principal

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Education and/or Experience:** Valid Indiana teaching license for the teaching assignment.
- **Other Skills and Abilities:** Must have a working knowledge of computers and their capabilities. Must have a valid driver's license.

#### **RESPONSIBILITIES:**

- Demonstrates knowledge of subject matter and current educational practices; utilizes varied instructional strategies and activities.
- Establishes, communicates and encourages high standards of student performance.
- Monitors, assesses, and provides appropriate feedback of student performance and progress.
- Keeps attendance reports.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Performs non-instructional duties affecting the school program.
- Implements school policy and pertinent law.
- Participates in professional development activities; Participates in faculty and professional meetings, educational conferences, and teacher training workshops.
- Prepares teaching outline for course of student, assigns lessons, and corrects homework papers.
- Administers tests to evaluate student's progress, records results, and issues reports to inform parents of progress.
- Maintains discipline in the classroom, school building and school grounds.
- Performs related duties, such as sponsoring one or more special activities or student organizations, assisting students in selecting course of study, and counsels them in adjustment and academic problems.
- Performs other related duties as assigned by the Principal and/or other designee
- The employee shall remain free of any alcohol or non-prescribed controlled substance abuse in the workplace throughout his/her employment in the corporation.

<i>Shift Type</i>	<b>Full-Time</b>
<i>Salary Range</i>	<b>Per Year</b>
<i>Location</i>	<b>Mt. Tabor Elementary</b>

### Applications Accepted

<i>Start Date</i>	<b>04/14/2021</b>
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