



GRANT COUNTY SCHOOLS

204 Jefferson Avenue
Petersburg, WV26847
304-257-1011/FAX304-257-2453

JOB DESCRIPTION

JOB TITLE: Reading Coach

Qualifications:

- WV Professional Teaching Certificate with endorsements in Elem Ed. K-6.
- Reading Specialist (PK-12) preferred.
- Five or more years of successful teaching experience encompassing the subject of reading preferred.
- Proven ability to model instructional best practices and mentor other teachers in the area of reading.
- Working knowledge and experience in: working with data and test analysis, experience in using benchmarking, and administering assessments.
- Experience with developing and presenting staff development programs.
- Excellent oral and written communication skills.
- Ability to: use technology to present, communicate effectively, organize and disseminate information.
- Extensive LETRS Training.
- Additional Minimum Requirements: Applicants who have recent unsatisfactory evaluations will not be considered eligible for consideration; applicants who demonstrate unsatisfactory interview performance are not eligible for consideration; and, applicants who receive unfavorable reference recommendations will not be eligible for consideration.
- Additional Minimum Requirements for Applicants Not Currently Employed: Applicants who have been dismissed or who have had their contracts non-renewed for cause by another school district are not eligible for consideration;
- The ability to perform the job duties and responsibilities of the position as contained in the Job Description, with or without reasonable accommodation

Reports to: Director of Elementary Education

Duties Responsibilities:

- Serve as a mentor to instructional staff to effect change regarding the implementation of best practices in reading.
- Model instructional best practices and mentor other teachers.
- Gather/analyze/disseminate data (test results, benchmarks, DIBELS, etc.)
- Develop and present professional development programs.
- Use technology to present, communicate, organize and disseminate information.
- Visit schools and coach in classrooms on a scheduled basis.
- Assist with the selection of supplemental programs/materials.
- Assist with the development and implementation of school and county Title I plans.
- Facilitate and coordinate Grant County Federal Programs Parent Advisory Council's activities.
- Plan and implement professional development designed to meet defined needs of the Grant County Federal Programs.
- Assist instructional staff with planning and implementation of curriculum.
- Assess and report on student achievement and progress.
- Maintain and improve professional skills through participation in relevant professional development programs.
- Provide oversight for school improvement activities and state initiatives in reading.
- Organize/coordinate/integrate programs.
- Provide support for teacher for implementation of the districts reading initiative.
- Perform other job-related duties as assigned by supervisor.

