



# TRITON REGIONAL SCHOOL DISTRICT

*Respect, Integrity, and Excellence for All*

**POSITION:** *Teaching and Learning Coordinator*

**PURPOSE OF POSITION:**

To provide leadership and support for the development of best practice in teaching, learning and the assessment, and reporting on the progress of all students in the context of 21st Century expectations

**REPORTS TO:** Assistant Superintendent

**EVALUATES:** None

**PERFORMANCE RESPONSIBILITIES:**

1. To support the study, planning and implementation of differentiated instruction and assessment
2. To assist in the review of established and the implementation of new instructional programs
3. To take responsibility for specific development projects under the direction of the Assistant Superintendent
4. To support Principals in their instructional leadership roles
5. To support the further development of data analysis
6. To develop and lead professional development activities
7. To providing individual and group coaching as may be necessary
8. To keep abreast of best practice in teaching, learning and assessment
9. To be a member of the Teaching and Learning Leadership Team
10. To provide consultancy and advice to school and district administrators
11. To implement and monitor the policies of the district as they relate to the purpose of the position
12. To fulfill all responsibilities with integrity, and meet the ethical standards expected of a school administrator

## **QUALIFICATIONS:**

1. A minimum of a master's degree from an accredited college or university
2. Licensed as a Teacher in the Commonwealth of Massachusetts
3. Licensed as a Supervisor/Director in the Commonwealth of Massachusetts (desirable)
4. Substantial teaching experience in public education at the elementary/secondary levels
5. Experience working on school and/or district wide initiatives
6. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

## **ATTRIBUTES:**

- Committed to the core values of the district
- An expectation that all children can learn if provided the right opportunity
- An unwavering commitment to student success
- Leadership and resource management skills
- High level communication and interpersonal skills
- A commitment to collaborative practice within a professional learning community
- A strong focus on best practice in teaching, learning and assessment
- Able to delegate and exercise good judgment
- Detail oriented
- Able to multi-task

## **TERMS OF EMPLOYMENT:**

- Annual Work Schedule: 205 Days Per Year
- Health and Benefits Per District Policies and Agreements
- Salary to be negotiated with the Superintendent

**HIRING RANGE:** \$90,000 - \$110,000

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the School Committee's policy on Evaluation of School Administrators