

POSITION TITLE		
Curriculum and Planning Teacher Leader		
COMPENSATION		
\$XXXX		
ROLE SUMMARY		
<p>The Curriculum and Planning Teacher Leader will work with their school’s leadership team to strategically coordinate the school’s curriculum for a specific content area and/or grade-level. Additionally, the teacher leader will work with a group of teachers throughout the school year to implement the curriculum and plan lessons effectively. The school has the flexibility to choose the teacher leader’s content area of focus based on the school’s needs.</p>		
REQUIRED RESPONSIBILITIES	ADDITIONAL RESPONSIBILITIES (OPTIONAL/FLEXIBLE)	
<ul style="list-style-type: none"> • During the summer, the Curriculum and Planning Teacher Leader will work with the school leadership team to create a Common Core aligned curriculum. <ul style="list-style-type: none"> • Analyze the existing curriculum to determine areas of strength and areas for improvement. • Determine the appropriate pacing of the curriculum to ensure all grade-level standards are covered appropriately. • Work with colleagues in the same content area to ensure vertical and horizontal curricular alignment. • Develop a repository of resources for the implementation of the curriculum (such as, but not limited to: lesson/unit plans, common assessments, interim and formative assessments, model lesson plans, grading standards/protocols, sample student learning objectives, etc.). • During the school year, the Curriculum and Planning Teacher Leader will work with colleagues to implement the Common Core aligned curriculum: <ul style="list-style-type: none"> • Plan, develop, and present professional development on the content area standards, curriculum, best practices and the development of effective lesson/unit plans. • Provide teachers with feedback on their lesson/unit plans. • Observe teachers implementing the curriculum and provide them with feedback and coaching. • Enable collaboration across the content area or grade-level team by working on lesson/unit plans as a team. 	<ul style="list-style-type: none"> • Coordinate with teachers in the creation of common, vertically aligned assessments. • Coach teachers on the use of student data to differentiate instruction. 	
		RELEASE TIME
		<p>This teacher leader will receive .5 release time (20 hours a week) to fulfill these additional responsibilities.</p>
	TEAM	
	<p>Responsible for working with up to 8 teachers within their content area and/or grade-level.</p> <p>The teachers on this team will be determined by the school leader and the school leadership team.</p>	

EXPECTED OUTCOMES

- Rigorous implementation of the Common Core State Standards (CCSS).
- Facilitation of professional development related to the curriculum and lesson planning process.
- Increased number of feedback loops with teachers regarding their lesson plans and the implementation of the curriculum.
- Strategic vertical and horizontal curricular alignment.
- Teachers' increased capacity to plan lessons/units effectively.
- Increased student mastery of content as measured by interim, formative, diagnostic, and state assessments.
- Increased collaboration in a content area or grade-level team.

LENGTH OF TERM FOR THE ROLE

One year.

Term may be extended pending a review of school needs and the teacher leader's success in the role after the first year.

MINIMUM QUALIFICATIONS

Must be Highly Effective according to the latest end of year teacher evaluation rating.

SELECTION CRITERIA

- Excellent content knowledge.
- Knowledge of national, state, and local educational goals, objectives, and standards.
- Knowledge of the Common Core State Standards (CCSS).
- Knowledge of learning theory and curriculum development.
- Ability to analyze data in order to make improvement recommendations.
- Advanced knowledge of relevant curricula and standards.
- Track record of developing strong lesson plans.
- Demonstrated ability to lead and manage other adults.
- Demonstrated leadership skills.
- Demonstrated ability to enable collaboration across a team of teachers.
- Excellent interpersonal skills.
- Well respected among peers.
- Strong written and oral communication skills.
- Knowledgeable of district systems, processes and policies, including the evaluation system.

SELECTION PROCESS

Interested candidates will need to complete the following:

- Submit a portfolio containing evidence of their performance and skills.
- An application for this role.
- An interview with the school leader and/or school leadership team.

Ultimate selection for this role will be based on the principal's final decision.

PROFESSIONAL DEVELOPMENT

This role will require three days of training over the summer and two days of training during the school year.

Possible training topics include:

- The Common Core State Standards
- Curriculum development
- Project management
- Time management
- Providing feedback and facilitating coaching conversations