
BOARD AGENDA ITEM

Information/Discussion_____

Future Action_____

Action_____

Item: **Educator Support Consultant**

Submitted by: **Kelli Brockway**

APPROVED

By Kelli Brockway at 3:44 pm, May 03, 2023

Date: **5/3/23**

Recommended by:

Board Meeting Date: **5/15/23**

RECOMMENDATION:

It is recommended that the board of education approve the addition of an Educator Support Consultant position within the Teaching and Learning Department.

BACKGROUND:

Kent ISD has experienced a significant increase in the request for new teacher and mentor teacher supports. To keep pace with the growing need and importance for high-quality supports for educators, administration is recommending the addition of an Educator Support Consultant position into the Teaching and Learning Department. The position will provide the opportunity to create a focused, intentional, personalized cohesiveness to our new teacher and mentor teacher supports.

POSITION DESCRIPTION

Title: Educator Support Consultant

Classification: Professional

**Reports To and
Evaluated By:** Director of Teaching and Learning

**Terms of
Employment:** 215 day position subject to all rules and regulations covering Professional personnel.

**Positions
Supervised:** None

Description:

The Educator Support Consultant will provide leadership in the areas of new teacher development and teacher leadership including consultation, coaching, online course monitoring and program planning. The Educator Support Consultant will need an understanding of the research and best practices in mentoring, new teacher development, professional learning communities, classroom learning labs, and teacher leadership standards. The consultant will spend the majority of time working with new teachers, mentors, teacher leaders, and district leaders.

SPECIFIC TASKS AND RESPONSIBILITIES:

- Participating in all required consultant professional development. The consultant is charged with acquiring the knowledge, skills, technology skills, and instructional strategies necessary to effectively impact the practices of the teachers and leaders that are coached.
- The consultant must remain knowledgeable about current and past research in the specific area and other pedagogies relevant to the consultant role.
- The consultant must develop deep content and pedagogical knowledge in the evidence-based learner-centered approach to instruction.
- The consultant identifies teaching and learning needs, barriers, and weaknesses by analyzing evidence of learning and organizing and implementing problem-solving actions with teachers, coaches, and leaders.
- The consultant facilitates professional development, working with teachers, coaches, and district leaders to refine their knowledge and skills. Professional development could

include, but not be limited to coaching, co-facilitation, consulting, modeling, monitoring online courses, conducting PD sessions with grade level and/or building staff, etc.

- The consultant monitors instructional effectiveness and student progress using tools and strategies gained through professional development.
- The consultant will monitor implementation fidelity of selected evidence-based strategies, practice, and programming.
- The consultant builds and maintains confidential relationships with teachers, coaches, and district leaders. The conversations and interactions that the consultant has with teachers, coaches, and district leaders must always remain confidential so that a high level of trust is created and maintained between the staff member and the consultant. Exceptions to this include imminent physical or psychological danger to the students.

Qualifications:

1. Valid Michigan teacher certification
2. Five years or more experience teaching
3. Master's degree in the area of Educational Leadership or related field
4. Knowledge of state induction, mentoring and new teacher professional learning guidelines and teacher leader preparation standards
5. Knowledge of research based strategies including mentoring principles, adult learning theory, professional learning communities, stages of new teacher development and teacher leadership competencies
6. Ability to use observational data and formative assessment processes to guide professional learning and coaching
7. Ability to develop and deliver curriculum and assessments aligned to standards
8. Communication, organizational and networking skills required.
9. Must possess excellent organizational skills, technology skills, be detail and team oriented.
10. The use of technology as an instructional and organizational tool
11. Familiarity with professional learning communities and classroom learning labs.
12. Experience mentoring new teachers-Preferred
13. Experience working with a diverse population – Preferred.
14. Demonstrated teacher leadership skills.

Duties and Responsibilities:

- Lead the New Teacher, Mentoring, and Teacher Leadership programs when applicable.
- Support teachers and leaders in the implementation of professional learning communities and classroom learning labs.
- Develop and model high quality resources for teachers and leaders.
- Coach new teachers, mentors, and leaders; building and maintaining confidential relationships

- Serve as a regional source for development and delivery of professional development related to research-based strategies on new teacher development, mentoring, teacher leadership, professional learning communities, and classroom learning labs.
- Supporting the integration of technology in effective instruction
- Participate in required training for Teaching and Learning consultants.
- Remain knowledgeable about current research and pedagogical recommendations relevant to the consulting role
- Provide training and support with implementation of a comprehensive system of mentoring and new teacher induction.
- Assist local districts in identifying strengths and needs in support of professional learning community implementation, classroom learning lab facilitation, and teacher leadership support.
- As needed for completion of duties, attend meetings outside of normal working hours
- Perform other duties and responsibilities as may be assigned