

PRESTON COUNTY SCHOOLS
731 Preston Drive, Kingwood, West Virginia 26537
Notice of Vacancy
2010-2011 School Term

Posting Date:	June 28, 2010	Closing Date:	July 6, 2010
Title:	Title I	School:	Terra Alta East Preston
Salary:	Based upon degree/experience	Employment Term:	2010-2011 School Term 200 day
Responsible to:	Principal /Title I Director	Certification:	Elem Ed. K-6/Multi Sub K-8/ MA Reading Specialization or Completion of a Reading Specialist Program or Reading Authorization
Budget Source:	Title I funds		

Application Process: Submit a letter expressing interest, a bid sheet, resume and a copy of teaching certificate, to the Personnel Office either by mail, email or fax (304 329-0720) by 4:00 p.m. eastern time

Responsibilities:

1. Implement a program of study;
2. Foster a classroom climate conducive to learning;
3. Utilize instructional management system models which increase student learning;
4. Monitor student progress toward mastery of instructional objectives, goals, content standards;
5. Communicate effectively within the educational community and with parents on a regular basis;
6. Meet professional responsibilities, including required summer training;
7. Demonstrate competency in the knowledge and implementation of technology standards;

Minimum Qualifications:

1. Certified by the State of WV with an K-6 Elementary Certification or Multi Subjects K-8;
2. Prior specialized training delivered or sponsored by the WVDE in the area of Reading/Language Arts
3. Verification of expertise in scientifically based reading research and the five essential components of reading in relation to instructional programs, strategies, materials, interventions and assessment.
4. Verification of reading workshops/seminars attended and reading workshops/seminars presented.
5. Involvement in curriculum development at the school, local, and state level.
6. Have experience working with K-6 students;
7. Taken and successfully passed the Praxis Test.

Job Description:

1. Provide technical assistance in Reading First School (PPPS) to every K-3 teacher during the school day and throughout the school year for the duration of the Reading First Grant Period;
2. Classroom observations;
3. Classroom instructional modeling;
4. Conferences and debriefing with constructive feedback to classroom teachers.
5. Regular meetings with the principal and project director for planning, implementation, evaluation;
6. Meet and plan with reading cadre liaison;
7. Coordinating ongoing and sustained professional development within the school;
8. Assisting staff in selecting and securing appropriate instructional materials, strategies programs;
9. Assessment coordination;
10. Attend local, state and national meetings; and

Performance Criteria:

1. Program of Study: Provide curricula required by the State of West Virginia and according to the IEP.
 - A. Base instruction on adopted curriculum for the school;
 - B. Demonstrate accurate and current knowledge in subject field;
 - C. Develop appropriate lessons to teach instructional objectives;
 - D. Employ a variety of instructional strategies to augment achievement;
 - E. Utilize content scope and sequence in planning.
2. Classroom climate: Provide an atmosphere conducive to learning consistent with school/county mission.
 - A. Follow established school discipline procedures which include the West Virginia Code of Conduct;
 - B. Establish procedures and rules which enhance learning;
 - C. Encourage student attendance;
 - D. Set high positive expectations for student performance;
 - E. Encourage and acknowledge individual student accomplishments and appropriate behavior;
 - F. Treat students in a fair and equitable manner;
 - G. Accommodate individual learning differences;
 - H. Create and maintain an environment which supports learning;
 - I. Communicate with parents.