

Company/Organization:

Springboard Collaborative

Location:

Oakland, CA

Full/Part Time:

PT

Closing Date:

December 9, 2016

Position Title:

PT Literacy Coach

Job Summary:

About Springboard Afterschool:

The Springboard Afterschool program trains teachers to effectively target instruction and coach families in order to accelerate struggling readers' progress during the academic year. Key programmatic components include:

- **Baseline Data:** Teachers hone their assessment technique and obtain crucial information about scholars prior to programming by completing a reliable baseline reading assessment that will serve as the starting point for scholars' learning goals.
- **Family outreach:** Teachers lay the foundation for a strong partnership by creating individualized Student Action Plans and sharing them during home visits.
- **Coaching:** Springboard Coaches provide one hour of coaching to schools per week and lead weekly, hour-long Professional Learning Community (PLC) sessions training teachers on best practices around individualized literacy instruction and parent engagement.
- **Guided Reading:** Teachers lead small-group literacy instruction three days per week afterschool.
- **Family Workshops:** Four times throughout the program teachers lead workshops training parents to teach reading.
- **Learning Bonuses:** Contingent on parent attendance and commensurate with student reading growth, Springboard distributes learning tools to families during a capstone celebration.

Who we're looking for:

Springboard Collaborative invites passionate educators and skilled managers to apply for the position of Afterschool Literacy Coach for the 2017 Afterschool session. The Afterschool Literacy Coach will oversee successful program implementation at one of our Afterschool partner schools. Coaches support school-based site managers and coach teachers to ensure high quality program implementation at their site.

The Afterschool Literacy Coach is responsible for setting a powerful vision for student achievement and motivating others to execute that vision through effective planning, leadership, and management. The Afterschool Literacy Coach position is ideal for a leader with deep K-3 literacy content knowledge and an interest in honing management skills in a fast-paced environment, with support from Springboard Collaborative Staff. Literacy Coaches must also share a commitment to closing the reading achievement gap by fostering meaningful collaboration with parents.

Responsibilities:

Springboard hires proactive and creative professionals – willing to go above and beyond – to lead our schools. The following list is not meant to be exhaustive, but, rather, to provide applicants an overview of the position. More detailed responsibilities will be distributed with pre-work upon hiring.

Leadership/Teacher Development and School Outcomes

Before the start of afterschool programming (December 2016 – January 2017)

Attend trainings:

- Attend Saturday Professional Development Facilitator Seminar to understand Springboard's coaching model in December 2016.
- **OPTIONAL:** Attend a centralized 2-hour Springboard Orientation in December 2016, school-based Professional Learning Community (PLC) sessions on Family Engagement in December 2016 and Assessment & Differentiated Instruction in January 2017, and a centralized Springboard Saturday Seminar

in January 2017.

During afterschool programming (February 2017 – April 2017)

Use school data to plan and co-facilitate PLCs with the Site Manager and coach teachers:

- Once weekly: Execute 1:1 weekly planning meeting with the Site Manager to discuss school-wide data (student enrollment, student reading growth, daily student attendance, parent workshop attendance, Student Action Plans, teacher lesson plans, Teacher Action Plans) and content for weekly Monday PLCs (day/time/location for this planning meeting selected at your discretion).
- On Mondays after school: Co-facilitate 1-hour weekly PLCs with the Site Manager.
- On Tuesday, Wednesday, or Thursday after school: Coach teachers towards personal goals and in best practices for guided reading instruction after school– and provide coaching meeting to the Site Manager – one day a week (day/time selected at your discretion).

Other duties before & during programming (December 2016 – April 2017)

- Set a positive, achievement-driven culture and generate buy-in with school-based Site Manager.
- Oversee site enrollment progress to reach the school's enrollment target.
- Support the Site Manager and ensure completion of all site responsibilities.
- Support Site Manager in his/her coaching development goals by providing additional coaching as requested/planned.
- Collaborate with the Program Director during 1:1 meetings as needed.

Compensation:

- Afterschool Literacy Coaches are compensated \$40/hour to attend pre-programming training sessions.
- Afterschool Literacy Coaches are compensated \$2275 for all program responsibilities.

Minimum Qualifications:

Requisite skills & characteristics:

- Willingness to drive outcomes, solve problems, foster collaboration, and take ownership of school.
- Deep PreK-3rd grade literacy content knowledge.
- Experience facilitating teacher professional development and/or coaching teachers.
- Ability to design and implement interventions based on data analysis and school observations.
- Excellent interpersonal management and communication skills with colleagues, parents, and students.
- Belief in the ability to close the achievement gap.
- Care for individuals and communities.
- An attitude that is inquisitive and joyful.

Link To Apply:

<http://springboardcollaborative.org/join-the-movement/careers/#full-time>