

## ISSAQUAH SCHOOL DISTRICT JOB DESCRIPTION

**TITLE:** Science Curriculum Specialist - Elementary

**DEPARTMENT:** Teaching and Learning Services

**REPORTS TO:** Director of Instructional Support

### **POSITION SUMMARY:**

The Science Curriculum Specialist trains, coaches, and consults with staff to recommend appropriate classroom instruction for students learning science. This position requires knowledge of District procedures and policies, the ability to assume responsibility and work effectively under pressure while maintaining confidentiality, and the demonstration of strong interpersonal skills.

### **ESSENTIAL FUNCTIONS:**

- Leads staff in the transition to and alignment with Next Generation Science Standards.
- Coordinates, facilitates, and provides training, including in-classroom coaching for building staff necessary to implement and maintain adopted science curriculum.
- Assists school staff with the implementation of adopted curriculum.
- Models instructional and assessment strategies, including those to differentiate for work with diverse learners
- Lead staff to develop and implement common assessments in science as needed.
- Assist staff in the use of assessment data to guide instruction.
- Lead analysis of science topic Smarter Balanced performance Tasks under direction from Directors in order to develop instructional preparation and learning activities.
- Co-lead STEM initiative with other TLS Specialists.
- Coordinate science kit refurbishment and rotation with contractors and district staff.
- Use, facilitate and implement the District's science scope and sequence.
- Develop a plan for and implement data collection and analysis around efficacy of curriculum implementation.
- Connects building staff to resources required for successful implementation of science
- Coaches and mentors teachers new to science instruction.
- Advocate and support District sustainability efforts and actions and integration into curriculum.
- Actively collaborate with other members of the District Teaching and Learning Services Department.
- Acts as a liaison for curriculum implementation between building staff and district administration.
- Assist in the creation, delivery, and communication for family and community involvement in science.
- Facilitates and participates in staff and other professional meetings as may be assigned or necessary.
- Demonstrate positive relationship skills with students, parents and district staff, maintaining ongoing and open communication.
- Use technology for communication, presentations, trainings, instruction, and workshops.
- Possess knowledge of and adhere to District Policies and Procedures.
- Participate in special projects as assigned and perform related duties and key responsibilities consistent with the scope and intent of the position.

### **QUALIFICATIONS:**

**EDUCATION:** Bachelor's degree. Major in science or science related field preferred. Master's of Science or Master's in Teaching degree preferred.

**EXPERIENCE:** Three (3) years of successful certificated experience in public schools and effective work with school age students. Elementary level experience preferred. Prior experience coaching and training adult learners preferred.

**CERTIFICATES & LICENSES:** Valid Washington State teaching certificate with relevant endorsement required. National Board Certification preferred. Valid WA State driver's license and appropriate insurance required. Must maintain as current any certification or license listed herein and held at hire date.

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**CONTINUING EDUC./TRAINING:** Maintaining current knowledge of Next Generation Science Standards

**REQUIRED TESTING:** None Specified

**CLEARANCES:** Criminal Justice Fingerprint/Background Clearance

**FLSA STATUS:** Exempt

**BARGAINING UNIT:** Issaquah Education Association (IEA)

*I have reviewed the job description, been allowed to ask questions, and can perform all job required Essential Functions with or without an accommodation(s).*

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Name (sign)

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Name (print)

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Date