



ELKHART INDEPENDENT SCHOOL DISTRICT Job Posting

Posting Date: 1-8-2019

Position Title: Director of Professional Development

Location: Central Administration

Beginning: When filled

Length of Contract: Twelve Months

Position Summary:

- Coordinate professional development opportunities:
 - Provide instructional leadership training for principals
 - Establish professional learning communities
 - Provide professional development in curriculum and data analysis
 - Ensure vertical and horizontal alignment of curriculum
 - Guide the process of instructional strategy alignment
 - Provide guidance and support in developing and achieving teacher and student academic goals
 - Guide the incorporation of instructional technology into lessons
 - Model best instructional practices for teachers
 - Share information on pertinent professional development opportunities with staff members
 - Coordinate the introduction of curriculum tools
 - Lead new educational project implementations (such as the STEAM Project)
 - Guide the selection of textbooks and instructional materials
 - Attend pertinent training of trainer workshops and conferences
 - Establish membership in the Region VII Curriculum Directors organization
 - Assist with School and Community Relations projects

Qualifications:

- Master's Degree in Educational Administration
- Appropriate Texas Administrator Certification
- Two or more successful years of experience as a school administrator (required)
- Certified T-TESS appraiser
- Experience as a Classroom Teacher
- Instructional Coordinator or Instructional Coaching experience is a plus

Application Procedure: Application forms are available at www.elkhartisd.org. Resumes, transcripts and letters of reference may be included. Return completed forms to Kay Chapman at kchapman@elkhartisd.org, FAX 903-764-2466, or mail to Elkhart ISD Central Administration Office, 301 E. Parker St., Elkhart, Texas 75839.

APPLICATION DEADLINE: **Until Filled**

Applicants for all positions are considered without regard to race, color, sex (including pregnancy), national origin, religion, age, disability, genetic information, veteran or military status, or any other legally protected status. Additionally, the district does not discriminate against an applicant who acts to oppose such discrimination or participates in the investigation of a complaint related to a discriminating employment practice. The District Title IX Coordinator is Dr. Lamont Smith, Superintendent – 301 E. Parker – Elkhart, TX 75839, (903-764-2952).