

**THE NEW YORK CITY DEPARTMENT OF EDUCATION  
DIVISION OF HUMAN RESOURCES  
65 COURT STREET  
BROOKLYN, NEW YORK 11201**

**Posted Date: September 24, 2007**

**Deadline: October 22, 2007**

**LITERACY COACH VACANCY CIRCULAR # 6, 2007-2008**

**POSITION:** Literacy Coach (1 OR 2)  
*(The assignment is for one year subject to re-application and selection in an annual re-advertisement process with the approval of the principal.)*

**ELIGIBILITY:** New York City Department of Education tenured teacher.

**LOCATION:** PS 58Q, District 24

**SELECTION CRITERIA:**

- Appointed New York City license and/or New York State certified teacher in Reading required
- Training in the America's Choice Balanced Literacy Model
- Knowledge and experience in Elementary and Junior High School curriculum
- Principal Recommendation required
- Minimum experience 5 years satisfactory teaching experience
- Knowledge of New York State Standards, Primary Literacy Standards and knowledge experience of ESL or bilingual education instructional strategies
- Demonstrated ability to work with students, parents, teachers and supervisors
- Demonstrated successful experience as a staff developer/teacher trainer in literacy
- Demonstrated ability to communicate (written and oral) effectively;
- Excellent attendance and punctuality;
- Appropriate New York State certification in Reading and/or Elementary Education.
- Knowledge and experience implementing Bloom's Taxonomy, Renzulli and Gardner strategies and techniques.

**QUALIFICATIONS:**

- Demonstrated experience with and demonstrated understanding of standards-based teaching, learning and assessment;
- Demonstrated ability to model lessons;
- Success in working collaboratively with the Principal and other professional staff on instructional issues;
- Experienced and demonstrated knowledge in latest circular and instructional reforms;
- Experienced and demonstrated excellent communication skills;
- Experienced and demonstrated success in teaching based on student achievement;
- Experienced and demonstrated knowledge of best practices in literacy education including best practices for English Language Learners;
- Commitment to continuous professional development;
- Demonstrated knowledge and application of technology as an instructional tool.

**DUTIES AND RESPONSIBILITIES:**

- Coach all K-6 teachers in all aspects of the school's literacy program full time during the 07-08 school year. Including the alignment of New York State and New York City Primary Literacy standards to instruction and formative assessments;
- Model for classroom teachers effective test sophistication strategies
- Be an active member of the school's Professional Development Team;
- Collaborate with the Testing Coordinator in the administration of NY State Assessments and New York City DOE Interim Assessments;
- Work with the building leadership to implement a uniform balanced literacy approach to literacy across all grades;
- Coordinate and facilitate ELA Learning Walks;
- Should be available to provide professional development for classroom teachers after school, on Saturdays, and during the summer at per session rate of pay;
- Should be available to participate in summer school and summer training institutes;
- Provide literacy professional development that includes but is not limited to demonstration lessons;
- Be an active member of the school's Data Inquiry Team and responsible for data analysis
- Complete and submit all required documentation in a timely manner;
- Provide small group intervention instruction in concert with the school's extended day program;

- Collaborate with the administration and school librarian in the ordering of appropriate instructional materials for the school's balanced literacy program;
- Maintain a log of professional development and technical support provided to teachers
- Responsible for Inventory and distribution of literacy curriculum materials

**WORK SCHEDULE AND SALARY: As per Collective Bargaining Agreement and subject to funding.**

**APPLICATION: Please send a resume and a letter of application which includes your qualifications for the position by October 22, 2007 close of business to:**

**Adelina Valastro Tripoli, Principal  
PS 58  
72-24 Grand Avenue  
Maspeth, NY 11378  
Fax#: 718-533-6794**

**EQUAL OPPORTUNITY EMPLOYER M/F/H**

**APPROVED:** GARY BARTON

Gary Barton  
Division of Human Resources