

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

**Posted Date: September 30, 2014  
Deadline Date: Ongoing**

**TEACHER ASSIGNED VACANCY CIRCULAR NO. 24 (2014-2015)**  
**(SUBJECT TO BUDGET AVAILABILITY)**

**POSITION:** Instructional Specialist for Integrated Co-Teaching (ICT) and Interdisciplinary Learning  
**(INTERNAL CANDIDATES ONLY)**

**Position Summary:** Under the direction of the High School Superintendent, and as a critical member of the Superintendent's Team, Instructional Specialist for Integrated Co-Teaching (ICT) and Interdisciplinary Learning will work closely with a group of High School Principals, their leadership teams, assigned leadership coaches and the Directors of School Redesign to coordinate instructional supports for ICT programs, and intervention strategies at a group of persistently low achieving high schools in New York City. S/he will also ensure high quality implementation of ICT programs, supporting the development of teacher expertise in ICT delivery models to improve outcomes for all students.

**LOCATION:** Office of School Improvement and State/Federal Education Policy (TBD person could be assigned to travel to schools citywide)

**ELIGIBILITY:** Licensed, appointed and tenured New York City Department of Education teacher and:

- Certification in English Language Arts or Core Content Areas and/or Special Education (6-12)
- 5+ years of successful experience as a teacher in ICT settings supporting struggling students and providing interventions

**DUTIES/ RESPONSIBILITIES:**

- Assess schools' current use of time and quality of ICT programs as well as readiness to implement ICT programs.
- Design and implement student and school level supports in the district's lowest performing schools that require significant interventions within the ICT, Special Education and General Education classes.
- Participate in monthly progress monitoring meetings with implementing school leadership teams.
- Facilitate strategic planning sessions with schools and Superintendent's team.
- Support school administrators, SPED and Content Area teachers, reading and math specialists and instructional support teachers, in providing tailored supports and interventions to at risk student to increase student achievement.
- Support teachers' implementation of ICT models through peer observation, feedback and coaching including modeling lessons, suggesting instructional resources and tools for effective teaching and learning in the area of ICT.
- Develop academic intervention curriculum and instructional resources and capacity-building tools aligned with the identified needs and academic priorities of each school.
- Develop, communicate and refine processes for ICT planning and implementation
- Develop systems of accountability and fidelity of implementation for the ICT program initiatives across all schools.
- Support schools in ensuring positive and ongoing parent involvement with families of students in ICT programs.
- Collaborate with the Director of School Redesign and Instructional Coaches to plan and facilitate the Student Support Team (SST) structures to ensure students receive appropriate and effective academic interventions.

- Assist with the planning, developing, and facilitating of professional development for teachers and staff.
- Coach schools to actively monitor student data to make informed decisions for the interest of the students throughout the school.
- Monitor and support growth and help schools create plans to track their progress throughout the year.
- Perform other related duties as assigned.

**SALARY:** As per UFT Collective Bargaining Agreement

**HOURS / WORK YEAR:** As per UFT Collective Bargaining Agreement  
8:00 A.M. - 4:00 P.M. Monday through Friday.  
School year plus five additional days during winter, spring or summer vacation period.

**APPLICATION:** Send cover letter, resume and copy of license(s) to:  
[ICTSpecialistApplicant@schools.nyc.gov](mailto:ICTSpecialistApplicant@schools.nyc.gov)

**An Equal Opportunity Employer**

It is the policy of the Department of Education of the City of New York to provide educational and employment opportunities without regard to race, color, religion, creed, national origin, alienage and citizenship status, age, marital status, disability, sexual orientation, gender (sex) or prior record of arrest or convictions (except as provided by law), and to maintain an environment free of discriminatory harassment, including sexual harassment, or retaliation, as required by civil rights law. Inquiries regarding compliance with this equal opportunity policy may be directed to: Office of Equal Opportunity, 65 Court Street, Room 1102, Brooklyn, NY, 11201.

**APPROVED:** 

**Charles Peeples, Executive Director, Office of Field Services & Information  
Division of Human Resources**