



## **REAVIS HIGH SCHOOL DISTRICT 220 BURBANK, ILLINOIS**

VACANCY NOTICE  
2022-2023 SCHOOL YEAR

- Posting Date:** July 11, 2022
- Position:** Title I Writing Coach – Full Time
- Reports to:** Title I Director & Division Chair for Humanities
- Qualifications:** Illinois Secondary Education Teaching License  
English Language Arts Endorsement

**Job Description:** The Title I Writing Coach assists teachers in a School-wide Title I building to establish and use best practice writing strategies that will lead to improved student writing and English language arts skills as measured by local writing assessments and standardized assessments. The Title I Writing Coach also serves as a general interventionist in the Resource Center.

### **Essential Duties and Responsibilities:**

1. Provide English language arts assistance to all students.
2. Models best practice writing strategies.
3. Collaborates with classroom teachers to provide students instruction and remediation that result in improved writing abilities.
4. Plans a course of study that meets the individual needs, interests, and abilities of the Title I students and their teachers.
5. Sets clear expectations concerning the use of the writing strategies in the classroom.
6. Works cooperatively with classroom teachers to analyze and score student writing based on criteria set in the instructional process.
7. Collaborates with other Title I support personnel especially in supervising and coordinating Resource Center activities, serving on MTSS committees, and hosting Parent Universities.
8. Works with the District Title I Director and the Humanities Division Chair to develop a coherent and comprehensive District-wide intervention plan.
9. Guides the learning process toward the achievement of curricular goals; establishes clear purpose and expectations for all projects and communicates those expectations to students.
10. Assesses and evaluates students' writing achievement.
11. Keeps accurate records. Prepares reports as required.
12. Performs other duties as assigned by the Title I Director and/or the Humanities Division Chair.

**Education and/or Experience:** Bachelor's Degree in English; Experience as a teacher and writer using a variety of writing instructional strategies.

**Communication Skills:** Ability to read, analyze, and interpret materials including assessment materials. Ability to write with clarity. Ability to effectively present information and respond to questions from groups and individuals.

**Reasoning Ability:** Ability to solve practical problems and deal with a variety of variables in situations. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**Other Skills and Abilities:** Ability to apply knowledge of current research and theory to instructional program; ability to plan and implement differentiated lessons based on school expectations and the needs and abilities of students to whom assigned; ability to assist teachers in incorporating instructional technology into the daily instructional program. Ability to establish and maintain effective relationships with students, peers, and parents.

**Salary:** Grant based; Includes single health insurance coverage

**Closing Date:** When filled

Interested candidates should submit their online application at [www.reavisd220.org](http://www.reavisd220.org).