

21st Century Content Standards Facilitator: Professional Personnel Job Description

Qualifications:

1. Holds West Virginia Certification as a professional educator.
2. Meets special criteria and/or skills listed on the job posting.
3. Demonstrates the importance of attending professional development opportunities.

Immediate Supervisor: Director of Staff Development

Duties and Responsibilities:

1. Successful completion of a minimum of one 21st Century Teaching and Learning online course through the West Virginia Department of Education (www.wvlearns.k12.wv.us).
2. On **each** ISE Day during the 2009-2010 school year, the facilitator will meet with his/her grade level or content specific area of teachers.
Example:
 - Third grade facilitator will meet with all third grade teachers.
 - Grade Seven social studies teacher will meet with middle school social studies teachers.
 - Grade Twelve English teacher will meet with high school English teachers.
3. The facilitator will share 21st Century Teaching and Learning information with his/her group of teachers on an on-going basis.
4. During the 2009-2010 school year, the facilitator will guide each group through an intense study of CSOs, prioritization of CSOs, identification of the Depth of Knowledge (DOK) Level of each objective, review power standards, learning skills and technology skills, identify resources, develop a pacing chart, develop lesson plans, develop formative assessments to go along with lesson plans, etc.
5. Following each ISE Day, he/she will provide his/her immediate supervisor with an update as to the progress his/her group is making.
6. At the end of the school year, he/she will provide a copy of the group's completed work to his/her immediate supervisor.

Jackson County Board of Education
Adopted: February 19, 2009