

**COMPTON UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES AND EMPLOYEE DEVELOPMENT**

POSITION DESCRIPTION

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| Title: | Specialist – 21 st Century Learning | Reports To: | Sr. Director or School Site Principal |
| Department: | Instructional Technology Division | Classification: | Certificated Non-Management |
| FLSA: | Non-Exempt | Work Year: | 11 Months / 184 work days |
| | | Salary: | Schedule A |

I. DESCRIPTION OF POSITION

Under direct supervision of the Sr. Director of Instructional Technology or School Site Principal, the 21st Century Learning Specialist provides instruction, training, and resources in order to facilitate the integration of 21 Century skills and pedagogy in the classroom to ensure college and career readiness for all students. The specialist recommends curricula materials, monitors instruction, provides staff development, coordinates division wide activities/events around 21st century teaching and learning that promote innovation and meets the digital demands of the Common Core State Standards.

II. MAJOR DUTIES AND RESPONSIBILITIES

- A. Provide leadership and direction in the integration of 21st Century skills and pedagogical practices in the Common Core Math, ELA, and Next Generation Science Standards
- B. Evaluate and recommend curriculum and instructional materials and/or practices to promote 21st Century teaching and learning.
- C. Develop, implement and evaluate professional development to support instructional staff with successful and innovative strategies for classroom instruction and assessment.
- D. Serve as a coach and trainer for adults in areas related to integrating 21st century teaching and pedagogy into the Common Core standards
- E. Keep well-informed about current trends, research and best practices to include successful participation in professional development that increases skills and proficiencies related to 21st century learning and leading.
- F. Observe in classrooms on regular basis to ensure consistent implementation of the instructional program.
- G. Assist teachers, specialists, supervisors and/or administrators in the improvement of instructional performance
- H. Oversee the development and expansion eLearning initiatives; serve as a liaison with the business/industry/higher education community.
- I. Develop integrated STEM curriculum, labs and Makerspaces including robotics, coding, and 3d printing.
- J. Collaborate with instructional supervisors to coordinate the delivery of services and programs for all students.
- K. Evaluate the effectiveness of instructional methods/practices/programs and recommend revisions and improvements as needed.
- L. Work collaboratively with others to ensure curricula coherence and alignment to support initiatives and processes.
- M. Provide guidance in the selection of textbooks and other instructional resources, including technology hardware, software and equipment relative to diverse learning.
- N. Represent the school division in educational projects and programs at the local, regional, state and national levels; coordinate and promote division-wide 21st century learning and leading efforts, initiatives and events.
- O. Communicate the alignment of 21st century learning strategies and pedagogies with division initiatives to all stakeholders.
- P. Performs other related duties as assigned.

III. EDUCATION AND EXPERIENCE

- A. Possession of a valid California clear multiple or single subject teaching credential
- B. Master's Degree from an accredited institution of higher learning preferred

- C. Teaching experience in STEM related areas and/or experience in career and technical education preferred
- D. Teaching experience with coding, robotics, and 3d modeling/printing preferable
- E. CLAD required, BCLAD certification preferable
- F. Three or more years of successful credentialed teaching experience.
- G. Successful curriculum leadership experience.

IV. KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- A. Knowledge of the common core state standards as well as instructional practices, tools and curricula that support their implementation.
- B. Ability to coach and provide direct support to teachers, staff and students.
- C. Ability to deliver engaging, meaningful, and actionable professional development to teachers, staff and students
- D. Excellent skills in time management and multi-tasking.
- E. Demonstrate commitment to ongoing professional learning and collaboration.
- F. Knowledge of specific strategies to support English Language Learners required.
- G. Experience teaching in a blended learning environment desired
- H. Knowledge of the current theories, techniques and methodologies of STEM
- I. Knowledge of Google Apps, iOS devices, Office 365 preferred

Ability to:

- A. Evaluate the effectiveness of programs and make recommendations for improvements.
- B. Develop long term goals and objectives.
- C. Evaluate the performance of hardware and software and make recommendations for improvement.
- D. Organize and deliver staff development opportunities that support the Common Core
- E. Exercise independent judgment in directing the work of subordinates and in making technical decisions.
- F. Uplift schools that serve children from diverse linguistic, cultural, economic, and racial backgrounds.
- G. Maintain complete and accurate records and to develop meaningful reports.
- H. Establish and maintain effective working relationships as necessitated by work assignments.
- I. Work cooperatively and effectively with teachers and administrators.
- J. Work with administrator to establish professional development goals for the school sites and share opportunities for teachers to grow professionally in the area of technology.
- K. Assess staff professional development needs and provide meaningful and continual professional development activities to support the pedagogical shifts in the Common Core
- L. Monitors student progress and makes adjustments to instructional program when necessary.
- M. Meet schedules and timelines.
- N. Monitors student progress and makes adjustments to instructional program when necessary.
- O. Meet schedules and timelines.
- P. Analyzes data and shares results and their implications with staff.
- Q. Work independently with minimal direction.
- R. Plan and organize work.

V. WORKING CONDITIONS

Environment:

District offices, school sites, university partners, and travel to surrounding school districts.

Physical abilities:

Hearing and speaking to exchange information and make presentations

The Compton Unified School District supports equal opportunity employment for all applicants and does not discriminate on the basis of age, race, gender, sexual orientation, marital status, physical or mental disability, national origin, ancestry, creed, Vietnam status, arrest or conviction record, or any other reason prohibited by state or federal law. Employees of this District are required to comply with the provisions of Title VI of the Civil Rights Act and Title IX of the 1972 Educational Amendments.