

AGAWAM PUBLIC SCHOOLS
Agawam, Massachusetts

JOB DESCRIPTION

TITLE: Common Core Facilitator

QUALIFICATIONS: 1. Master's degree required
Massachusetts' professional licensure in the area of responsibility
Professional status in the district
Minimum of 3 years of experience working directly with students with the majority of teaching experience in the area of responsibility
Has demonstrated ability to work with colleagues and administrators

REPORTS TO: Assistant Superintendent for Curriculum, Instruction, & Human Resources

JOB GOAL: To ensure that the written Common Core Curriculum is complete and up-to-date with a format that includes content, relevant school-wide learning expectations, course specific goals, essential questions, integrated technology resources, and suggested instructional strategies & assessment techniques.

PERFORMANCE RESPONSIBILITIES:
To establish a timeline that allows for a formal review of the Common Core Curriculums providing the following activities: developing, revising, evaluating, and implementing curricula
To assist the principal with curricula matters within their content area including recurring updates to the Program of Studies and textbook inventory
To meet with the Asst. Superintendent for Curriculum, Instruction & HR and principal and/or designee periodically to assess Common Core Curricula and coordinate professional development opportunities
To integrate technology into the Common Core and request assistance for the on-going needs of the content area in regards to maintenance of existing technology and necessary staff training for technology use
To be responsible for the development and maintenance of common assessments including mid-term and final examinations, in conjunction with input from other area content teachers

To create reports/documents as needed for the building principal and Superintendent of Schools/Asst. Superintendent for Curriculum, Instruction, & HR including, but not limited to, MCAS, School Improvement Plan, and curriculum

To encourage collaboration and sharing of teacher resources and instructional strategies

To serve as a resource person to teachers within their content area to direct efforts in the assessment, writing, and reviewing of the curriculum

To perform any other duties within their content area that may be assigned by the principal or his/her designee

TERMS OF EMPLOYMENT: 10-month position, per teacher's work schedule. At the secondary

appointment. Will not

posted at end of

level, no duty or supervisory period. Two- year

conduct formal teacher observations. Position to be

appointment

EVALUATION:
Superintendent for

principals

Performance will be evaluated annually by the Asst.

Curriculum, Instruction, & HR with input from building

SALARY:
and the

Per agreement between the Agawam School Committee

Agawam Education Association.

November 2011