



Literacy Coach

Springboard Afterschool

Dates: December 2016 - June 2017

Location: Select schools in Philadelphia, PA, and Oakland, CA

Thinking about the problem

Millions of low-income children suffer from our nation's persistent reading achievement gap and they lack requisite literacy skills to access life opportunities. Schools continue to make great strides by improving educational practices, but students spend only 25% of their waking time in traditional school settings. What if we were able to capitalize on the remaining 75% of their time? What if we were able to help children spend more time reading after school and during school holidays? What if we equipped families to become their kids' reading coaches at home?

Moving towards a solution

Springboard partners with schools to augment children's reading time beyond traditional classroom hours. Springboard teachers plan targeted reading instruction for prekindergarten through third grade scholars during summer or after school sessions. Teachers conduct home visits and facilitate family workshops to equip family members to become reading coaches for their children at home. Parents and teachers collaborate as a team to help all scholars move towards their individualized learning goals. Springboard strengthens this collaborative work by providing personalized coaching for teachers and by cultivating reading habits in students and family members. We welcome you to join in the collaborative movement.

About Springboard Afterschool:

The Springboard Afterschool program trains teachers to effectively target instruction and coach families in order to accelerate struggling readers' progress during the academic year. Key programmatic components include:

- **Baseline Data:** Teachers hone their assessment technique and obtain crucial information about scholars prior to programming by completing a reliable baseline reading assessment that will serve as the starting point for scholars' learning goals.
- **Family outreach:** Teachers lay the foundation for a strong partnership by creating individualized Student Action Plans and sharing them during home visits.
- **Coaching:** Springboard Coaches provide one hour of coaching to schools per week and lead weekly, hour-long Professional Learning Community (PLC) sessions training teachers on best practices around individualized literacy instruction and parent engagement.
- **Guided Reading:** Teachers lead small-group literacy instruction three days per week afterschool.

- **Family Workshops:** Four times throughout the program teachers lead workshops training parents to teach reading.
- **Learning Bonuses:** Contingent on parent attendance and commensurate with student reading growth, Springboard distributes learning tools to families during a capstone celebration.

Who we're looking for:

Springboard Collaborative invites passionate educators and skilled managers to apply for the position of Afterschool Literacy Coach for the 2017 Afterschool session. The Afterschool Literacy Coach will oversee successful program implementation at one of our Afterschool partner schools. Coaches support school-based site managers and coach teachers to ensure high quality program implementation at their site.

The Afterschool Literacy Coach is responsible for setting a powerful vision for student achievement and motivating others to execute that vision through effective planning, leadership, and management. The Afterschool Literacy Coach position is ideal for a leader with deep K-3 literacy content knowledge and an interest in honing management skills in a fast-paced environment, with support from Springboard Collaborative Staff. Literacy Coaches must also share a commitment to closing the reading achievement gap by fostering meaningful collaboration with parents.

Responsibilities:

Springboard hires proactive and creative professionals – willing to go above and beyond – to lead our schools. The following list is not meant to be exhaustive, but, rather, to provide applicants an overview of the position. More detailed responsibilities will be distributed with pre-work upon hiring.

Leadership/Teacher Development and School Outcomes

Before the start of afterschool programming (December 2016 – January 2017)

Attend trainings:

- Attend **Saturday Professional Development Facilitator Seminar** to understand Springboard's coaching model in December 2016.
- OPTIONAL: Attend a centralized 2-hour **Springboard Orientation** in December 2016, school-based Professional Learning Community (PLC) sessions on **Family Engagement** in December 2016 and **Assessment & Differentiated Instruction** in January 2017, and a centralized **Springboard Saturday Seminar** in January 2017.

During afterschool programming (February 2017 – April 2017)

Use school data to plan and co-facilitate PLCs with the Site Manager and coach teachers:

- Once weekly: Execute **1:1 weekly planning meeting** with the Site Manager to discuss school-wide data (student enrollment, student reading growth, daily student attendance, parent workshop attendance, Student Action Plans, teacher lesson plans, Teacher Action Plans) and content for weekly Monday PLCs (day/time/location for this planning meeting selected at your discretion).
- On Mondays after school: Co-facilitate **1-hour weekly PLCs** with the Site Manager.
- On Tuesday, Wednesday, or Thursday after school: **Coach teachers** towards personal goals and in best practices for guided reading instruction after school– and provide coaching meeting to the Site Manager – one day a week (day/time selected at your discretion).

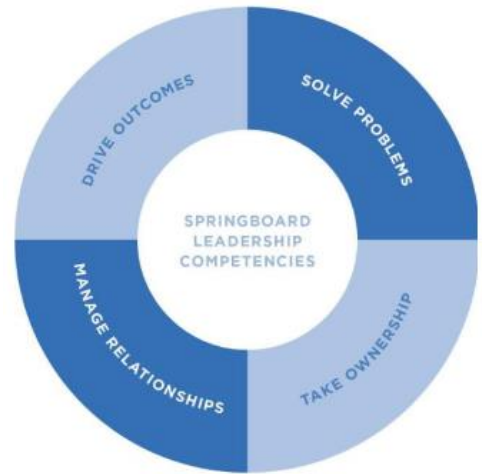
Other duties before & during programming (December 2016 – April 2017)

- Set a positive, achievement-driven culture and generate buy-in with school-based Site Manager.
- Oversee site enrollment progress to reach the school's enrollment target.
- Support the Site Manager and ensure completion of all site responsibilities.

- Support Site Manager in his/her coaching development goals by providing additional coaching as requested/planned.
- Collaborate with the Program Director during 1:1 meetings as needed.

Requisite skills & characteristics:

- Willingness to drive outcomes, solve problems, foster collaboration, and take ownership of school.
- Deep PreK-3rd grade literacy content knowledge.
- Experience facilitating teacher professional development and/or coaching teachers.
- Ability to design and implement interventions based on data analysis and school observations.
- Excellent interpersonal management and communication skills with colleagues, parents, and students.
- Belief in the ability to close the achievement gap.
- Care for individuals and communities.
- An attitude that is inquisitive and joyful.



Compensation:

- Afterschool Literacy Coaches are compensated \$40/hour to attend pre-programming training sessions.
- Afterschool Literacy Coaches are compensated \$2275 for all program responsibilities.

To apply:

Send a resume and brief cover letter with the subject “Your Name’ – Afterschool Literacy Coach” describing your interest to: info@springboardcollaborative.org.

