



Dates: On-going as needed. Training sessions are held in December-January and April-June
Location: Select schools in Philadelphia, PA; Oakland, CA; Washington, DC

The Problem

Millions of low-income children are impacted by our nation's persistent reading achievement gap. Children spend only 25% of their waking time in traditional school settings and many lack continuous access to learning during out of school time. What if we capitalize on the remaining 75% of their time? What if we create collaboration between families and teachers? What are the implications if we unlock growth potential to close the reading gap?

Springboard's Solution

Springboard partners with schools to augment children's reading time beyond traditional classroom hours. Parents and teachers work as a team to help scholars move towards individualized learning goals. Teachers build relationships with families through home visits and facilitating family workshops. Further, they create individual plans targeting the needs of each student and share them with parents. Springboard leaders coach teachers, train family members and cultivate reading habits so that our scholars have the requisite skills to access life opportunities.

About Springboard:

Springboard has two program offerings: Summer is an intensive, 5-week summer literacy program for Pre-K through 3rd grade students and their families; Afterschool trains teachers to effectively target instruction and coach families to accelerate struggling readers' progress during the academic year. In each of our school partners, we train their existing teachers to implement the program. Springboard programs include the following program components:

- **Home visits:** Before programming, teachers visit the homes of their 15 students to build parent buy-in and lay the foundation for a strong partnership.
- **Instruction:** Teachers lead small-group guided reading each day of Springboard with students grouped by reading level, rather than grade or age.
- **Action Plans:** Teachers create individualized plan to help students reach their reading goals and share with families ways that they can help at home.
- **Family workshops:** Teachers facilitate workshops that train parents to select on-level books and ask questions before, during, and after reading.
- **Coaching:** Site Leaders, hired from within each school, coach teachers towards a personal professional goal and lead weekly Professional Learning Community (PLC) sessions training teachers on best practices around individualized literacy instruction and parent engagement.
- **Learning Bonuses:** Springboard distributes educational incentives—including books and tablets—during a capstone celebration.

By training parents and teachers to collaborate, Springboard more than doubles students' annual reading progress and puts them on track to close the reading achievement gap by 4th grade.

Does this describe you?

The PD Facilitator position is ideal for:

- An educator with deep PreK-3rd grade literacy content knowledge and working knowledge of family engagement.
- A teacher coach who is experienced in facilitating teacher professional development and differentiating training / PLC materials based on data and school observations.
- A cultivator of strong relationships with colleagues, program staff, students and families.
- A believer in our collective opportunity to close the literacy achievement gap through hard work and meaningful collaboration with parents and families.

What are your pre-training, training and post-training responsibilities?

Before programming officially starts, you and your school's Site Leader(s) will set school(s) up for success by engaging in the following responsibilities:

Learn Springboard's Facilitation Model for developing teachers and leaders

- Attend a 3-hour long **Saturday Professional Developer Seminar** to understand Springboard's facilitation model and content in December or April.
- Attend a Springboard Orientation for teachers and Site Leaders in January or June.

Co-Plan School-Based Professional Development (PD) Sessions

- Prepare for effective content delivery and facilitation using Springboard-created scripts and guides.
- Collaborate with Site Leader to assess teacher training needs and modify PD agenda and materials as needed.
- Assist Site Leader with preparation of the subject matter and content, and assure Site Leader is prepared for their portion of the school-based PDs.
- Coordinate with Site Leaders to ensure receipt, storage, and distribution of training materials.
- Prepare training materials and training room (e.g. a classroom, an IMC room) for PDs, with Site Leader's support.
- Establish clear objectives for PDs and be prepared to communicate those objectives to participants.
- Plan and conduct activities for a balanced program of instruction/demonstration and work time.

Co-Train School-Based PDs

- Communicate PD objectives to participants and co-facilitate PD session with Site Leader (but taking on the lead role).
- Adapt training methods and materials to respond to any unforeseen needs of participants.
- Provide a positive environment in which participants are encouraged to be actively engaged in the learning process.
- Ensure the quality and consistency of content and PDs.
- Enhance (continuously) instructional delivery and presentation skills.

Reflect

- Conduct PD reflections with Site Leaders.
- Consult with Springboard Staff to continuously improve training and/or assist in the design of trainings.
- Perform other duties as required.



Compensation:

Springboard Collaborative PD Facilitators are compensated \$40/hour for attending training sessions, individual preparation, planning time with school Site Leaders and post-training responsibilities.

Reporting Structure:

This position reports directly to the Program Director or Program Manager.

To Apply:

Send a resume and cover letter with the subject “Your Name’ – PD Facilitator, ‘City You’re Interested In” describing your interest to: info@springboardcollaborative.org. Eligible candidates will be interviewed and asked to submit sample work.

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