

Kentucky Educational Development Corporation
904 West Rose Road
Ashland, KY 41102

Position: Literacy Innovations for Neighborhoods in Kentucky (LINK) Literacy Consultant (1.0 FTE – 100%)
230 Contractual Days

Duties: The LINK Literacy Consultant will assist the Innovative Approaches to Literacy Grant within KEDC as needed and assigned by the Project Director. Main responsibilities include:

- Assist the coordinator and project director with professional development
- Coordinates summer conferences, and regional workshops
- Communicate with the coordinator for on-site visits
- Work with the school Media Specialist (Librarian)
- Use supporting universal design for learning strategies
- Provide resources to support literacy academic and enrichment activities aligned with state college/career standards
- Assist with the library after hour's cadre, once per week per school district
- Serve as a mentor to building level literacy teachers, the Literacy Teacher Facilitator (LTF) and Literacy Technology Coach (LTC)
- Assist each school with college and career readiness goals in regards to literacy.
- Coordinates, participates in, and facilitates professional development implementation / literacy resources
- Takes lead of the library after hours cadre, once per week per school district; managing and growing school district relationships and ensuring Project LINK objectives within a impactful education service delivery
- Strong presentation, communication, and coaching skills - serves as a mentor to building level literacy teachers, the Literacy Teacher Facilitator (LTF), and Literacy Technology Coach (LTC).
- Attends all Advisory Council meetings and promotes Project LINK through social media with KEDC
- Will provide continuous improvement feedback to our Advisory Council members

Qualifications / Experience:

- Minimum requirement is a Master's Degree in Literacy or equivalent
- 10 years of teaching experience Grades K-12
- Proven experience in implementing balanced literacy practices, problem based learning, discussion, small group instruction, differentiated lesson planning, authentic and summative assessments aligned to standards
- Evidence of working with teachers implementing RTI strategies.
- A strong theoretical knowledge of literacy and pedagogy / Ability to lead collaborative professional learning
- Commitment to and proficiency in the use of technology to support student learning in literacy.

Other Job Responsibilities: The LINK Literacy Consultant will maintain and update the following:

- A weekly schedule posted of day to day activities and appointments on their Outlook Calendar
- Timesheets signed and submitted on the due date to the Project Director
- Monthly updates to be shared with the KEDC Staff
- Mileage forms signed and submitted once a month to the Project Director
- Other assignments requested from the Project Director as needed

Contact: Please email a [KEDC job application](#), resume, and 3 letters of recommendation to clabe.slane@kedc.org

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