GOVERNMENT VACANCY

JOB TITLE: **Graduate Teacher Reading Coach/Specialist (Primary)**

MINISTRY: **Education, Youth, Sports and Culture**

LOCATION: **The job is located on any island in the Turks and Caicos Islands where a public primary school is located. At the discretion of the Director and the needs of the Service the job can be relocated to any island.**

JOB SUMMARY:

This is a professional position which has responsibility for helping students develop crucial literacy and reading skills. Responsibilities include assessing students' reading abilities, designing and implementing effective reading interventions and providing support to teachers and families to create a culture of literacy within schools.

TASKS AND RESPONSIBILITIES:

Tasks and Responsibilities of a Literacy Coach/Specialist:

Direct Instruction and Teaching:

- Conduct small-group or whole-class literacy instruction sessions to model effective teaching strategies and techniques.
- Provide direct instruction to students on foundational literacy skills such as phonics, fluency, vocabulary, comprehension, and writing.
- Differentiate instruction to meet the diverse needs of students, including English language learners and students with learning disabilities.
- Use research-based instructional methods and materials to engage students in meaningful literacy activities and promote skill development.
- Collaborate with classroom teachers to integrate literacy instruction across content areas and reinforce literacy skills in authentic contexts.
- Monitor student progress through formative assessments and adjust instruction as needed to address individual learning needs.
- Professional Development Facilitation:
- Design and deliver professional development sessions to support teachers in implementing effective literacy instruction strategies.
- Provide ongoing coaching and mentoring to teachers to improve their literacy teaching skills.
- Collaborate with school leadership to identify areas for professional growth and development among staff.

Other Tasks:

- Curriculum Development and Implementation
- Data Analysis and Assessment
- Individualized Support for Teachers
- Parent and Community Engagement
- Communities of Practice (COPs)
- Continuing Education and Professional Growth
- Collaboration and Communication
- Documentation and Reporting
- Advocacy and Leadership

MINIMUM QUALIFICATIONS & EXPERIENCE:

- A Bachelor's degree in Reading/Literacy education and a certificate or diploma in education are essential.

Experience

- The position requires three (3) years' teaching experience at the primary school level and demonstrated competence in delivering reading instruction/literacy development for primary school children..

SALARY: Grade 2.1 - $48,320.00 per annum plus allowances

APPLICATION PROCEDURE

Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page. Shortlisted candidates must submit a Police Certificate.

Current serving officers must apply through their Head of Department.

Applications without supporting documents will not be processed

We thank all applicants for their interest, however, only persons selected for an interview will be contacted.