

Job Opening Announcement & Job Description



STEM Education Specialist/Coordinator

Supervisor: Assistant Superintendent

Division: Student Success and Learning

Location/Assignment: North Central ESD

Salary Range: \$69,254 - \$87,340
(191 day schedule)

Conditions of work: 191 days
Exempt Position

This position is a rare opportunity to join an exciting team. The STEM Specialist/Coordinator works in concert with the Educational Service District staff and educators within our region. The objective is to develop the capacity of instructional leaders in delivering, promoting and supporting effective STEM instruction and integration designed to increase student achievement in every building, for each student. The Specialist/Coordinator will be required to support efforts in building effective partnerships with the Office of Superintendent of Public Instruction. The Specialist/Coordinator will also support other leaders in mathematics, science, technology, and STEM education with the intent of creating and sustaining powerful, collaborative and coherent regional delivery systems, as well as supporting school districts within NCESD and the state of Washington.

Qualifications

REQUIRED:

- Bachelor's Degree in education or related STEM field; Master's degree in education or related STEM field preferred
- Significant classroom K-12 classroom experience teaching STEM, science or math.
- Significant demonstrated success working with peers and district/school professional development.
- Experience providing and facilitating workshops to support adult learners.
- Demonstrated understanding of Washington State Standards and or research-based instructional strategies and assessment practices that support effective instruction in STEM content areas.
- Advanced understanding and proven use of instructional technology and computer science to support learning.
- High commitment to accomplishment and flexibility in work hours.
- Must have good human relations and interpersonal skills, demonstrated ability to keep confidentiality and show initiative when appropriate.

Skills, Knowledge, and/or Abilities:

- Ability to serve as a collaborative member of a team and support state-wide STEM education initiatives and the overall function of the ESD.
- Knowledge of current research, procedures and best practices in STEM education, curriculum and assessment.
- Ability to communicate in writing, email, conversation and public presentations.
- Have Valid Washington State Driver's license, reliable transportation, and be willing to travel. Occasional evening hours and weekend work required.

Timeline:

Position opens: May 31, 2018

Position closes: June 15, 2018

Screening & Interviews: as soon as possible

Position begins: August 2018

Note: Employment contingent upon successful clearance of a Washington State Patrol, FBI fingerprint criminal history background check, and Sexual Misconduct background check.

NCESD is an Equal Opportunity Employer

Responsibilities:

- Provides support to plan STEM integration with classroom practices as appropriate.
- Works with education leaders to fully develop and implement research-based tools and professional development
- Provides professional development in content knowledge, content-specific pedagogy, differentiated

instruction, effective teaching strategies, research-based instructional materials, and state standards.

- Stays up-to-date with Washington's educational reform efforts and current research in the area of teaching and learning.
- Provides support in standards alignment and development and program implementation.
- Guides and facilitates collaborative grade level or subject area teams in professional learning communities.
- Collaborates with district/school teams as they increase their knowledge and skills in the elements of research-based effective instruction.
- Works alongside participating teachers, coaches, teacher leaders and principals modeling effective classroom practices, observing instruction and facilitating reflection to promote student learning.
- Provides support in the use and analysis of diagnostic and formative assessments and other data on student achievement to improve instruction.
- Assist the NCESD to collect, compile and disseminate student achievement data
- Assist the NCESD in developing public-private partnerships in STEM related activities and initiatives.
- Exhibits or demonstrates the highest level of professionalism in regards to respectful communication and interactions with others.
- Serves as a member of the NCESD Student Success and Learning Team.
- Requires the use of multiple communication and technology systems, which are not limited to: Google and Microsoft tools, Zoom, cloud based storage, mobile technology, and web-based resources.
- Other duties as assigned.

Professional Growth and Responsibilities

- Meets or exceeds performance expectations in the following areas:
 - Competence
 - Quality & Quantity of Work
 - Attitude
 - Flexibility, Innovation, & Initiative
 - Cooperation with Supervisor/Director & Peers
 - Demonstrates & Supports Agency Values
- Supports and implements ESD policies, regulations, procedures, and administrative directives; demonstrates loyalty to the ESD and other administrators.
- Submits records, reports, and assignments promptly and efficiently.
- Deals with obstacles and constraints positively.
- Demonstrates ability to adjust to and use new approaches in the performance of his/her duties.
- Seeks and takes advantage of opportunities for professional growth.
- Maintains dress and appearance appropriate to a professional office setting.
- A new employee is subject to a 180-day probationary period and must be evaluated prior to its end. If work is found to be unsatisfactory, the employee is subject to termination.

Physical Demands

- The position requires frequent sitting, standing, stooping, kneeling, walking, and crouching; ability to lift and/or move up to 60 pounds.

Application Procedure:

North Central ESD is accepting applications for this position on-line only. To access our on-line application please click the link below. **All completed packets must be submitted on-line.**

[Click here to apply](#)