



Job Title: Curriculum Content Trainer/Specialist

Reports To: Immediate Supervisor

Prepared By: The Division of Human Resources

Board Approved Date:

Pay Grade Range: UR308 - UR112

Summary: Develops and coordinates activities for professional development to implement the Curriculum Project in accordance with the East Baton Rouge Parish School System's Strategic Plan. Will prepare and present appropriate professional development to train teachers to implement the curriculum and to provide follow-up training as needed. Will collect data from multiple sources to make recommendations for improving the curriculum and will train teachers on changes made.

Essential Duties and Responsibilities:

- Possesses and demonstrates working knowledge of adult learning theory. Is able to provide training to school level Instructional Management Team members in the application of these theoretical principles to professional learning in schools.
- Trains school-level Instructional Management Team members to develop model unit and daily lesson plans at all levels of the content area.
- Develops unit and benchmark assessments that align with the curriculum and state mandated assessments.
- Teaches demonstration lessons.
- Trains school-level Instructional Management Team members to facilitate student learning by training professionals to accurately collect, disaggregate, analyze, and interpret student data for planning content specific instructional strategies grounded in scientifically based research.
- Trains school-level Instructional Management Team members to facilitate lesson development using data to plan for student learning.
- Determines professional development needs of instructional staff based on assessment data, classroom observations, conferences, needs assessments, and administrator recommendation.
- Assists in planning with colleges and universities for content specific course offerings for the district to attain and maintain highly qualified teachers.
- Plans and conducts needs assessment; selects research based strategies for content-specific professional learning.

- Keeps abreast of current educational trends by reading professional journals and by attending professional meetings related to curriculum content. Accepts responsibility for expertise and training in the curriculum area for professionals in the schools.
- Participates in professional growth opportunities to continue to develop their own skills and knowledge.
- Promote high quality staff development by implementing National Staff Development Council (NSDC) Staff Development Standards.
- Provides leadership in individual schools to ensure that professional development is designed and implemented to differentiate learning to meet the individual needs of students from all subgroups.
- Provides training to school level planning teams to assist with program implementation, personnel staffing, scheduling, and other activities that facilitate achievement of program objectives.
- Provides training to assist with oversight of initiatives at school sites, such as curriculum implementation, use of the EduSoft program, using data to plan for instruction.

Other Duties:

Other duties as assigned that are related to the functions of the position.

Essential Functions/Qualifications/Requirements:**Education and Experience:**

Must possess a valid Louisiana Teacher's Certificate; and a minimum of five years successful teaching experience. Meets the definition of highly qualified in reading in the state of Louisiana, as defined under the No Child Left Behind act. A Master of Education Degree is preferred.

Work Environment Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Professional Conduct:

The Employees are required to maintain a high standard of professional conduct. Breach



of said professional conduct includes, but is not limited to, neglect of duty, dishonesty, engagement in acts that are contrary to East Baton Rouge Parish School System policy, unlawful activities, or any other conduct which is seriously prejudicial to the school system.

Technological Abilities:

To perform this job successfully, an individual must be proficient in general use of a computer, the use of Email as a form of communication, and other job-specific equipment, software, and/or applications.

Note: New employees coming to EBRPSS/current employees new to a position, must use the Verifient website to verify qualifying years of experience (outside of EBRPSS) aligned to the job description. All new employees to the district/current employees new to a position will receive 0 years of experience aligned to the job description until the verification of previous experience aligned to the job description is received.

[Verifient Link](#)

Experience verifications must be received in the Office of Human Resources within the first 6 months of employment in order to be eligible for a retroactive payment.