

EMPLOYMENT BULLETIN

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In compliance with Policy DC, you are requested to place this announcement on the bulletin board.

**INSTRUCTIONAL SPECIALIST-ELA/READING-ELEMENTARY  
SCHOOL IMPROVEMENT**

FEDERAL/GRANT FUNDED STAFFING OF THIS POSITION IS CONTINGENT UPON THE  
AVAILABILITY OF FUNDS

**MINIMUM QUALIFICATIONS:**

- Bachelor's Degree
- Master's Degree a plus
- Minimum of five (5) years teaching experience in the content area a plus
- Valid Texas Teacher Certification by the State Board
- Valid Texas Supervision or Principal, Assistant Principal or Mid-Management Certification a plus
- Valid Texas Drivers License with driving record that meets the requirements of the District

**MAJOR PERFORMANCE RESPONSIBILITIES:**

- Provides curriculum, instruction and assessment support and professional development for all involved personnel (principals, assistant principals, academic deans, instructional deans, assistant principals, teachers, novice teachers, etc.) to ensure a consistent and effective content area program
- Facilitates vertical articulation of the respective PreK-12 content program
- Supports campus leadership in goal setting, including assisting with District and campus instructional plans
- Assists campus leadership with data analysis, planning and student goal setting
- Works collaboratively with the Assistant Director for School Improvement to plan, implement, and evaluate department instructional goals
- Maintains frequent communication with the Assistant Director for School Improvement regarding campus support
- Works collaboratively with other instructional specialists and campus personnel to promote the use of best practices in the respective content area instruction, including differentiated instruction and using data to guide instructional decisions
- Monitors student achievement by reviewing and analyzing formative and summative assessments including benchmark, District and state assessments
- Models the use of data to drive instructional decisions, including the use of the District data management system
- Performs other duties as may be assigned

**TERMS OF EMPLOYMENT:**

**SALARY:** \$51,246-\$62,878 **PAY GRADE:** A3 **WORK SCHEDULE:** ELEVEN MONTHS

Interested persons should submit a letter of intent with a résumé to: North East ISD Human Resources Department, 8961 Tesoro Dr., Suite 200, San Antonio, TX 78217, or email the information to [employment@neisd.net](mailto:employment@neisd.net). Those who are not district employees must complete an online application at [www.neisd.net](http://www.neisd.net) before submitting the letter of intent and résumé. Only those persons meeting the minimum qualifications will be considered. Not all applicants will be interviewed.

This Position Remains Open Until Filled  
AN EQUAL OPPORTUNITY EMPLOYER