



Director of Instructional Support (12-month)

Reports to: Chief Academic Officer

Application Deadline: Until position is filled

Start Date: June 1, 2024

Answering the Call

The Director of Instructional Support will be responsible for supporting the successful implementation of various programs across UCS classrooms including instructional programming, place-based programming, culture/climate programs, assessment programs, intervention, and other programs that directly impact the students' instructional environment and instructional experience. The Director of Instructional Support will oversee and support identified personnel responsible for delivering targeted school instructional support (i.e., SPED, EL, Gifted, Mental Health, Cornerstone/Intervention, ARI, math coach) and support the identified departments in meeting the specific needs of the UCS schools, classrooms, and individual students.

University Charter School

University Charter School (UCS) is an innovative PK-12 public charter school that opened in August 2018 in rural Livingston, Alabama. For the 2024-2025 school year, UCS will have approximately 775 students in grades PK – 12. UCS is designed to be a rural, diverse school that cultivates independent thought, promotes the building of character and civic responsibility, and is committed to preparing all students for personal and professional success through the discovery of individual learning pathways in a rigorous and integrated Science, Technology, Reading, Engineering, Arts, and Mathematics (STREAM) focused, project-based and place-based curriculum. The vision of University Charter School is to become a rural model for producing adaptable learners that have a strong sense of place, mission, and rural identity, and who recognize the value of collaboration within a school, across a community, and between diverse rural regions. Our graduates will be prepared to continually meet the demands of an ever changing economy and will be perceived as community leaders and catalysts for meaningful change. We see UCS as a purposeful, place-based, and collaborative pathway to encourage growth and retention in and to restore relevance to

our rural community.

UCS is guided by three core values: Compassion, Integrity and Perseverance. Focus on the infusion of these values will foster a safe and supportive school environment for all students and provide a common foundation on which to build positive relationships throughout the school.

UCS is strategically and intentionally located on the campus of the University of West Alabama and was created in partnership with the University of West Alabama. UCS faculty and students will leverage the assets of the University through hands-on partnerships and academic projects with participating colleges and divisions that span health care, education, and the arts, to name a few.

UCS's approach to education is unique in a number of ways:

- **Location:** The school's location on the University of West Alabama campus in rural Sumter County, Alabama, will provide students with the opportunity to build rich and ongoing relationships with each other and benefit from the programs and opportunities available on campus and in our community. Sumter County, our rural community, has been challenged by a lack of high quality educational opportunities, a decline in overall child well-being, high poverty rates, high unemployment rates, low per capita income, and depopulation. UCS was created out of a partnership between the University of West Alabama and a rural, impoverished community in an effort to meet the educational needs of the children. By nurturing the diversity of a divided community, UCS presents a solution to the unique educational challenges that face rural communities by providing a blueprint for others to follow, as well as presents opportunities to demonstrate and implement PK-12 best practices in a rural setting.
- **Curriculum:** UCS's curriculum is project-based and place-based, which will provide students with real-world local connections to what they are learning in school. Students will also have the autonomy to direct their course of study, allowing them to pursue academic work and projects that inspire them.
- **Diverse by Design** - Last but not least, UCS will ensure that a diverse group of students can take advantage of all of the opportunities this school will offer

Roles and responsibilities

The Director of Instructional Support will be responsible for supporting the successful implementation of various programs across UCS classrooms including instructional programming, place-based programming, culture/climate programs, assessment programs, intervention, and other programs that directly impact the students' instructional environment and instructional experience. The Director of Instructional Support will oversee identified personnel responsible for delivering

targeted school instructional support (i.e., SPED, EL, Gifted, Mental Health, Cornerstone/Intervention, ARI, math coach) and support the identified departments in meeting the specific needs of the UCS schools, classrooms, and individual students.

The duties/responsibilities include:

- Supervising identified departments and personnel of instructional support in close collaboration with school and district leaders.
- Providing advisory to each identified program coordinator to maximize his/her success in executing programmatic goals to increase student outcomes
- Developing and executing instructional coaching and modeling for teachers aligned to targeted outcomes in the areas of academics, culture/climate, and place-based practices in collaboration and consultation with the Chief Academic Officer and school leaders.
- Working with school leaders to collaboratively lead ongoing data meetings, instructional/learning rounds, professional development sessions and PLCs.
- Collecting and analyzing data to support the enrichment, remediation, and acceleration of student learning through personalized place-based approaches
- Administering culture and climate surveys to students, faculty/staff, and parent stakeholders; makes survey results available to applicable parties for next steps to improve areas of need and maintain areas of success; provides coaching and support to identify areas of improvement.
- Participating in committees/meetings in support of student achievement as needed
- Participating in consultative opportunities with external school partners regarding successful programs of practice as needed
- Other relevant duties and responsibilities as assigned by the CAO and/or school leaders.

Qualifications

The strongest candidates will have the following skills and experiences:

- A belief in, and commitment to, the goals, mission, vision and academic approach of UCS
- Minimum of five years of successful classroom teaching
- Master's degree in education (minimum)
- Prior experience as an instructional coach and/or leader/coordinator with evidence of improved student academic outcomes
- Alabama State Educator Certification (preferred, not required) or equivalent professional experience
- Ability to work collaboratively and healthily with teachers, administrators, and other personnel
- Ability to understand and use data to drive manageable yet meaningful

- implications of change
- Highly organized, with an orientation toward detail and planning
 - Familiarity with rural education landscape

Salary and benefits

UCS offers a competitive salary dependent upon degree and experience and comprehensive benefits package including health insurance and retirement.

Apply

If your experiences and passion make you a great fit for the role, please complete an application. UCS uses an online application system designed to be an easy and efficient way for you to apply. All available positions are listed in [TeachInAlabama](#). Applicants interested in vacancies with UCS must complete an online application. If selected for a position, additional information is required including a background check/fingerprint review, proof of citizenship, and valid identification.

Online Application Instructions

First Time Users

Step 1: Go to Applicant Login

Step 2: Click on Create an Account

Step 3: Select a Username and Password. You will use this login information any time you want to apply.

Step 4: Build an application by clicking on the Create Application link. This application can be saved and used to apply to more than one job opening.

Step 5: If you are ready to apply, complete the application with information and materials for the specific job opening. Make sure you have attached your resume, cover letter and any other pertinent documents in the add attachment section before you apply to a specific job.

Apply Now

Step 1: Scroll through the job postings and click on the Job Title to which you want to apply.

Step 2: Click on Apply

Step 3: Login in using your username and password.

Step 4: Complete your application with information and materials for the specific job opening. Make sure you have attached your resume, cover letter and any other relevant documents in the add attachment section.

Important Notes

- Make sure your application is complete and all required materials are attached. Once an application is submitted to a job, it cannot be edited.
- When applying to multiple job postings, your main application will carry forward the information and the attachments of prior applications. Remember to delete the previous cover letter/information you attached and replace them with the new appropriate documents.
- It is important that your application shows all the relevant education and experience you possess. Applications may be rejected if incomplete

Online applications are stored on a secure site

Only authorized employees and hiring authorities have access to the information submitted.

UCS does not discriminate on the basis of age, race, color, sex, sexual orientation, religious preference, marital status, disability, national origin, or any other reason prohibited by state or federal law. Employees of the District are required to comply with the provisions of Title VII of the Civil Rights Act and Title IX of the 1972 Educational Amendments. Alabama school boards are required by state law to verify the employment eligibility of newly hired employees by using the federal E-Verify program. New employees are required to provide a Social Security number, an unexpired identity document that contains a photograph, and other acceptable documents that establish employment eligibility. In addition to determining whether a new hire is authorized to work in the United States, E-Verify will confirm that the employee's name and Social Security number match. All applicants must pass a background check through the Alabama State Department of Education to be eligible for employment.