

PART-TIME JOB OPPORTUNITY
Teacher Job Posting

After-school District-wide Professional Development Facilitator (Virtual)
2021 - 2022 School Year

Date posted: November 9, 2021

Application deadline: Until district needs are met

Program Overview:

The Digging Deeper Professional Learning Summit series is a paid professional development opportunity open to all district PreK to 12th-grade teachers. From November 2021 through March 2022, Digging Deeper offers a variety of sessions, hosted by the Office of Academic Supports, where teachers get to choose the session that is most relevant to their professional growth. *Digging Deeper* 2021-22 will be held virtually on ZOOM from 4:30-6:30pm. This facilitator position will present our diverse selection of sessions designed to support teachers with the Multi-Tiered System of Supports (MTSS) process. Every session is ACT-48 eligible and is aligned to school district goals and initiatives to support our students.

Job Summary:

This professional development facilitator position requires the applicant to contribute to the *Digging Deeper* Session by:

- Participating in all facilitator development sessions and script reviews.
- Facilitating (2) hours of professional development per session.

Important Program Dates: All Sessions are Synchronous via Zoom			
November 17, 2021	January 12, 2022	February 16, 2022	March 8, 2022
December 1, 2021	January 19, 2022	February 23, 2022	March 15, 2022
December 8, 2021	January 26, 2022	March 2, 2022	March 22, 2022
December 15, 2021	February 9, 2022	March 9, 2022	March 29, 2022

Note: Script review dates will be scheduled prior to session and facilitators will be notified in advance and compensated at the PD participant rate per hour.

Compensation:

Script review - Participant rate \$29.45 per hour; Session facilitation - PD Leader rate \$39.87 per hour

Essential Functions

Job Responsibilities include, but are not limited to:

- Participate in all scheduled script review sessions paid at the contractual PD participant rate.
- Prepare to facilitate professional development by internalizing content and checking technology.
- Facilitate (2) hours of professional development per session paid at the contractual PD leader rate.
- Communicate promptly and proactively with the Office of Academic Supports Strategic Team.
- Implement feedback from the Office of Academic Supports Strategic Team.
- Document use of time and submit in a timely manner.
- Verify that each Digging Deeper session participant adheres to session Zoom protocols and completes attendance forms and surveys.

Minimum Requirements:

- Be a regularly appointed teacher in the School District of Philadelphia with a PA Level II Instructional Certification and/or
- a minimum of 3 years of teaching experience
AND
- Demonstrate effective communication skills related to facilitating adult learning through professional development.

Specific Criteria:

1. Have an excellent attendance and punctuality record during the last three (3) years (defined as no more than eighteen occasions of absence for personal illness or lateness during the last three (3) years). A consecutive period of absence constitutes one occasion.
2. Have no unsatisfactory documentation currently on file.
3. Be a regularly appointed and certified teacher in the School District of Philadelphia.
4. Complete a performance task which will be scored using a rubric from the Office of Academic Supports.
5. Should there be the same score between two applicants, seniority will be the final determining factor in hiring.

Application Procedure:

Interested applicants should submit the following to mtssacademics@philasd.org.

- Resume
- Letter of recommendation provided by Principal, Assistant Principal or participant you have facilitated for.