



Example of Literacy Specialist Job Description

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Our company is searching for experienced candidates for the position of literacy specialist. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for literacy specialist

- Attend bi-weekly leadership team meetings and work collaboratively with other leadership team members to support and enact school wide priorities
- Support 2-3 grade levels in proactive school culture plans and help facilitate restorative circles as needed
- Lead the revision/development and contextualization of project-appropriate teacher training content in reading for grades 1-3
- Contributing to the achievement of revenue targets as assigned
- Delivering winning virtual presentations for each sales cycle which may include exhibits and conference, pre-work and issue setting workshops, meetings, campaigns, pilots, sales presentations, and program activation
- Delivering program activation trainings for new and on-going customer accounts
- Tutoring members of the CMU – Qatar campus community
- Liaising with relevant faculty members, as necessary
- Regular attendance at ARC staff meetings
- Designing and delivering study skills workshops each semester

Qualifications for literacy specialist

- Knowledge and experience with balanced literacy, guided reading, literacy stations, and the writing traits
- Deep knowledge and passion for learning in K12 Humanities/Literacy
- Academic experience and/or training K12 Humanities/Literacy with proven

- We are looking for a Literacy/Humanities Specialist who has experience teaching Literacy in the classroom within grades K-12
- Ability to have pointed conversations with school districts in the area of K12 Humanities/Literacy
- Highly skilled in influencing decision makers in the area of K12 Humanities/Literacy