

## LINDALE ISD

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**Job Title:** Learning Facilitator **Exemption Status/Test:** Exempt/ Professional

**Reports to:** Directors of Curriculum and Instruction

**Dept/School:** Curriculum Department

### **Primary Purpose:**

Partner with LISD teachers and administrators through coaching and support to ensure the continuous development of instructional skills for optimal student learning. Serve as a resource for gifted and talented (GT) programming, lead professional learning initiatives—including summer development—and support effective math instruction through math coaching and implementation of Bluebonnet Math.

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### **Qualifications:**

#### **Education/Certification:**

- Master's degree from accredited university preferred
- Valid Texas teaching certificate
- Completed of the state required Reading Academy Training
- Completed Reading Academy Cohort Screener

#### **Special Knowledge/Skills:**

- Knowledge of curriculum design and implementation
- Ability to interpret data and evaluate instructional programs and resources
- Ability to develop and deliver training to adult learners
- Strong organizational, communication, problem solving, and interpersonal skills
- Knowledge of curriculum and technology used in an instructional setting
- Experience rostering and troubleshooting within various applications

**Experience:**

- At least 3 years teaching experience required
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**Major Responsibilities and Duties:**

1. Build strong relationships with teachers, administrators, and other learning facilitators.
2. Work collaboratively with classroom teachers to establish realistic and measurable objectives related to both the teacher's individual professional development and student learning.
3. Manage and support the district's learning platforms and single sign-on systems, including overseeing user access, configuration, and troubleshooting to ensure smooth digital learning experiences.
4. Observe classroom instruction and provide feedback and coaching to classroom teachers to facilitate improvement and innovation.
5. Plan, facilitate, and provide appropriate staff development for teachers, administrators, and staff, including summer professional development sessions.
6. Work with teachers to analyze and interpret student data and use findings to develop and apply instructional strategies.
7. Work with each campus administrator to help support campus vision and goals.
8. Assist in curriculum licensing, inventory processes, and needs assessments.
9. Assist teachers with instructional technology and digital learning, and lesson integration.
10. Facilitate Reading Academies as the District Reading Academy Cohort Leader
11. Serve as the GT (Gifted and Talented) coordinator for the district, including working directly with GT students and overseeing GT program implementation and compliance.
12. Be available for after-school meetings and trainings as required to support staff and program needs.

13. Comply with policies established by federal and state law, State Board of Education rule, and local board policy.
14. Follow district safety protocols and emergency procedures.

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**Supervisory Responsibilities:**

None.

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**Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:** Standard office equipment including personal computer and peripherals

**Posture:** Prolonged sitting; occasional bending/stooping, pushing/pulling, and twisting

**Motion:** Repetitive hand motions, frequent keyboarding and use of mouse; occasional reaching

**Lifting:** Occasional light lifting and carrying (less than 15 pounds)

**Environment:** Work inside; frequent district wide travel; occasional statewide travel

**Mental Demands:** Work with frequent interruptions; maintain emotional control under stress

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