



Wilson Education Center
2101 Grace Avenue
P O Box 217
Charlestown, IN 47111
Phone 812-256-8000 Fax 812-256-8012
www.wesc.k12.in.us



POSITION VACANCY

Date: April 25, 2022

Position: **Training Support Specialist**

Calendar Length: Full Time, 260 days. Grant funded for a period of 2 years with no guarantee for an extension

Salary Range: \$65,000 annual salary

Benefits: Standard benefits package with health, LTD, Life, and Teacher Retirement Fund (TRF). 4 personal days, 9 sick days, 10 vacation days, and 13 paid holidays.

Interviews Begin: On or before May 13, 2022

Position Available: June 1, 2022

The Training Support Specialist (TSS) will oversee delivery of training efforts as part of the IDOE Literacy/STEM Implementation Project. The TSS will receive training in all areas addressed by this initiative and have the experience and ability to train others in their ESC region. Additionally, they will provide ongoing training to coaches and design collaborative experiences to build a regional cadre of mission-driven instructional coaches.

Performance Responsibilities

- Lead and collaborate on training across the project
- Guide, consult, and communicate with the Regional Training Specialist Support staff
- Participate and provide vision and communication for training and coaching
- Manage training processes and workflow platforms to accommodate required grant responsibilities and services
- Monitor and report on the progress of trainings
- Share evidence-based learning strategies at state conferences
- Perform other tasks as specified by Project Management Team
- Perform other tasks as assigned by the Executive Director

Job Requirements

- Master's Degree Preferred
- Appropriate Indiana State Teaching Certification
- At least five years of teaching, experience as an instructional coach preferred
- Extensive knowledge of adult learning

Interested applicants should contact
Sam Gardner at sgardner@wesc.k12.in.us
Submit a resume with a couple of references.

Questions? Contact Mr. Gardner at 812-256-8000 ext 204