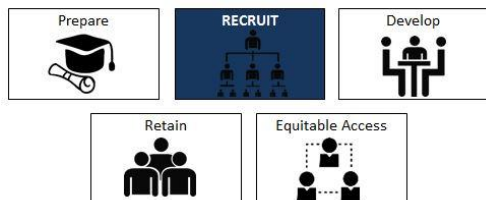


Career Ladder Pathways Tools and Resources: Hiring and Recruitment



The following tools and resources are intended to help address the talent management challenge of hiring and recruiting educators as part of a comprehensive talent management system. The toolkit will continuously grow as new resources are developed and become available.

1. **Sample Educator Leader Job Descriptions**

These sample job descriptions outline responsibilities of several teacher career ladder pathway positions. Each form can be modified to further tailor the expected outcomes, length of term, minimum qualifications, selection criteria, and selection processes for each role.

- [Advanced Teacher Role Job Description](#)
- [Classroom Culture Coach Job Description](#)
- [Classroom Master Teacher Job Description](#)
- [Content Specialist Job Description](#)
- [Curriculum and Planning Teacher Leader Job Description](#)
- [Grade Level Chair Job Description](#)
- [Instructional Practice Coach Job Description](#)
- [Instructional Technology Specialist Job Description](#)
- [Special Project Lead Job Description](#)
- [Student Intervention Lead Job Description](#)
- [Data and Analysis Coach Job Description](#)

2. [Sample Selection Questions](#)

These sample selection questions can be used and adapted to assist in the interview process for any educator leader position.

3. [Sample Selection Rubric](#)

This sample selection rubric, which measures effectiveness against seven criteria, can be used and adapted to assist in the interview process for any educator leader position. It can be used in conjunction with the Sample Selection Questions provided within the toolkit.

4. [Teacher-Led Professional Learning To Reach Every Student With Excellent Teachers: Selecting Teacher-Leaders](#)

This report highlights research and provides recommendations regarding the selection of teacher leaders. The report includes sample selection criteria as well as assessment areas and methods for selecting teacher-leaders. It should be used in conjunction with Public Impact's Teacher & Staff Selection, Development, & Evaluation Toolkit.

5. [Teacher & Staff Selection, Development, & Evaluation Toolkit](#)

This toolkit includes job descriptions, competencies, and interview guides, a sample development planner, and other companion tools that may be used to select, evaluate, and develop teachers and staff. These materials are built for six of the more than 20 school models described on OpportunityCulture.org. However, the materials can be adapted for other models as well.

This list of tools and resources was culminated by the New York State Education Department to support the design and implementation of robust career ladder pathways as part of the systemic use of the [TLE Continuum](#). Additional resources can be found in the [New York State Career Ladder Pathways Toolkit](#).

6. [Leading for Effective Teaching: Toolkit for Supporting Principal Success](#)
This toolkit focuses on action steps that school systems can take to support principals as their role changes in schools that are implementing new teacher development and evaluation systems. The toolkit is organized by suggested action steps and includes adaptable tools including: sample frameworks, a self-assessment and planning template, rubrics, job postings, selection processes, screening tools, and resources to support teacher leadership.

This list of tools and resources was culminated by the New York State Education Department to support the design and implementation of robust career ladder pathways as part of the systemic use of the [TLE Continuum](#). Additional resources can be found in the [New York State Career Ladder Pathways Toolkit](#).