

Request for Proposal for World Language Coach

Introduction: Our school district is seeking a highly qualified World Language Coach to provide personalized professional development in three buildings. The purpose of this Request for Proposal (RFP) is to obtain proposals from qualified applicants for this position

Scope of Services: The purpose of this Request for Proposal is to seek a qualified World Language Coach to provide personalized professional development to K-8 teachers in our district. The World Language Coach will be responsible for assisting in the writing, revision, and implementation of the District's World Language Curriculum.

The services of the World Language Coach will include, but not be limited to, the following:

- Develop and deliver professional development to K-8 teachers on effective World Language teaching strategies and methodologies.
- Collaborate with the World Language Coordinator to align the curriculum with state and national standards, and ensure that it is culturally responsive and inclusive.
- Work with teachers to develop appropriate assessments that align with the curriculum.
- Observe classroom instruction and provide constructive feedback to teachers.
- Provide ongoing support to teachers in the implementation of the curriculum, including modeling lessons and co-teaching.
- Develop and maintain resources for teachers, such as lesson plans, activities, and assessments.
- Keep up-to-date with current trends and best practices in World Language education.

Qualifications: The World Language Coach should have the following qualifications:

- A minimum of a Bachelor's degree in World Language Education, or a related field.
- A valid teaching certificate in World Language Education.
- A minimum of 5 years of teaching experience in World Language Education.
- Experience in providing professional development to teachers.
- Knowledge of current trends and best practices in World Language education.
- Strong communication, collaboration, and interpersonal skills.

Proposal Submission: Interested candidates should submit a proposal that includes the following:

- A cover letter that highlights their qualifications and experience.
- A resume or curriculum vitae that includes their education, teaching experience, and professional development experience.
- A brief summary of their approach to providing professional development to teachers.
- A proposed timeline for completing the scope of services outlined in this Request for Proposal.
- A proposed fee structure for their services.
- Proposals should be submitted by [insert deadline] to [insert contact information].

Evaluation Criteria: Proposals will be evaluated based on the following criteria:

- Qualifications and experience of the World Language Coach.
- Approach to providing professional development to teachers.
- Proposed timeline for completing the scope of services.
- Proposed fee structure.

Timeline: Proposals should be submitted by August 1st, at 12 a.m. Late submissions will not be considered. The evaluation process will take place during the first week of August, and the successful proposer will be notified by August 15, 2023. The contract is expected to begin on September 1, 2023, and will continue through June 30, 2024, with an option to renew for an additional year based on performance and availability of funds.

Proposals must be submitted in electronic format to the following email address:
s.kingdobson@erboe.net If you have any questions, please contact us at the same email address.