



CONTRACT POSITION: K-5 Raven Writes Coach

INFORMATION

Department:	Education Language, Literacy, & Professional Development
Location of Work:	Juneau, Hoonah, Angoon, Sitka, Kake, Hydaburg, Klukwan, Yakutat
Application Deadline:	October 31, 2025

OVERVIEW OF TASK/WORK

Sealaska Heritage Institute (SHI) is seeking two individuals to serve as K-5 Raven Writes Coaches in the community of Juneau. SHI is seeking three individuals to serve as K-5 Raven Writes Coaches in the communities of Hoonah, Angoon, Sitka, Kake, Hydaburg, Klukwan, and Yakutat. Coaches will work with kindergarten through fifth grade educators and cultural specialists to implement the Raven Writes curriculum.

SCOPE OF WORK

1. Designs, coordinates and/or delivers leadership and instruction to teachers and paraprofessionals
2. Uses coaching models and works with teachers as a group and one-on-one in their classrooms to ensure success
3. Provides ongoing support to teachers through observation, co-teaching, modeling, discussion, student assessments, and guided data analysis
4. Provides support to teachers in implementing culturally responsive teaching strategies
5. Provides training and support to teachers and paraprofessionals in administering and scoring writing assessments
6. Lead Action Research at school sites to support teachers in reflecting and adjusting instructional practices
7. Regularly observes instruction in classrooms, either in person or virtually
8. Maintains regular collaboration with SHI staff to ensure grant goals and initiatives are embedded in work with staff

9. Travel via small plane or ferry, if serving rural communities, is required

REQUIRED SKILLS

- Excellent verbal, written, interpersonal, and technology-related communication skills
- Ability to work well on own initiative and within a team
- A strong background in K-5 literacy initiatives
- Knowledge of federal and state requirements and district policies related to teacher quality, student achievement, and parent involvement
- Evidence of improving student achievement in his/her classroom
- Experience with research based instructional practices and strategies
- Demonstrated ability to provide effective literacy instruction
- Understanding in other content areas such as math, science, and technology
- Knowledge of content in language arts and ability to integrate across content-areas
- Demonstrated skills in analyzing and using data for instructional decision-making
- Interpersonal, problem solving, communication and organizational skills required to effectively facilitate coaching and professional development
- Ability to design and implement high quality professional development for teachers/staff

PROJECT/CONTRACTOR TIMELINE

The selected K-5 Raven Writes Coaches will commit to this project through the end of May 2026, with the possibility of renewal for the following school year. The contract will begin as soon as possible.

NECESSARY KNOWLEDGE & EXPERIENCE

- Knowledge of Alaska Native culture and education
- Bachelor's degree required, preferred degree is in the field of education
- At least five years of successful teaching experience
- Knowledge of a variety of teaching strategies for diverse students

To Apply: Submit an interest form at this link: [Contractor Interest Form](#)

For this contract position, please make sure to include the following information in your application: a written proposal that documents why you are qualified to do the work, estimated rate of services, three references from others who have worked with you on projects like this, outline of your experience as it relates to this work.

If you have any questions regarding this contract position, please contact Tina Peyer, Raven Writes Program Manager - tina.peyer@sealaskaheritage.com

