

Job Description

Title: Learning Facilitator (Instructional Coach)

Reports To: Assistant Superintendent for Learning Services

Evaluation: As per Negotiated Agreement

Job Summary:

Through reflective dialogue and feedback the instructional coach will provide classroom support to teachers by planning and modeling effective instructional strategies in order to improve teacher performance and results for students. Coaches will develop and deliver professional learning in the area of curriculum and instruction at the building and district level.

Qualifications:

Masters degree in subject area, curriculum/instruction, or administration.
Five years teaching experience

Required knowledge, skills and abilities:

1. Knowledge of and experience with professional learning.
2. Knowledge of teaching performance standards.
3. Knowledge of adult learning theory.
4. Knowledge of effective instructional practices.
5. Knowledge of curriculum standards.
6. Ability to tackle data analysis.
7. Ability to integrate technology.

Performance Responsibilities:

1. Provide training and support for mentors and new teachers.
2. Work with building administration to develop and deliver staff professional learning.
3. Work with district curriculum and instruction staff to develop plans for district professional learning.
4. Conduct building/classroom visits for new teachers twice per semester.
5. Four days per week are devoted to classroom visits while one day per week is devoted to collaboration with other coaches, planning, as well as professional training/development.
6. Follow-up visits with reflective dialogue and feedback.
7. Document observations, walk-throughs, trainings, and feedback discussions.
8. Analyze data on student performance to determine student learning needs as well as to determine further professional learning needs.
9. Conduct building and staff trainings related to school improvement efforts.

10. Attend and participate, as requested, in trainings related to curriculum development, writing of assessments, standards training, effective instructional practices, differentiation, professional learning technology integration, mentoring, and cognitive coaching.
11. Expand and maintain a library of resource materials that may be loaned to building staff members.
12. Other duties as assigned.
13. Six addendum days shall be added to the contract for duties beyond the base contract.

Physical Requirements/Environmental Conditions:

Physical and emotional ability and dexterity to perform required work and move about as needed in a fast-pace, high-intensive work environment.