

BUTLER COUNTY SCHOOLS

INSTRUCTIONAL COACH

JOB DESCRIPTION

QUALIFICATIONS:

1. Bachelor's degree in education or related field required
2. Valid Alabama teaching certificate required
3. Highly Qualified by NCLB definition
4. At least five years of successful teaching experience
5. Experience in development, preparation, presentation of professional development preferred.

SPECIAL KNOWLEDGE/SKILLS:

- Deep knowledge of and experience in:
 - Instructional Strategies
 - Conditions of Learning
 - Assessment driven instruction(teaching/learning process)
- Demonstrated ability to communicate in a professional manner both orally and in writing.
- Specific knowledge of assessment and lesson design
- General knowledge of serving special populations of learners
- Excellent public relations, and interpersonal skills
- Demonstrate organizational and technology skills

JOB GOAL: The Instructional Coach, having both content and instructional expertise, will work as a colleague with classroom teachers to support student learning and teacher practice. The Instructional Coach will focus on individual and group professional learning that will expand and refine the understanding about researched-base effective instruction for teachers. In order to meet this purpose, the Instructional Coach will provide personalized, 1:1 support based on the goals and identified needs of individual teachers.

RESPONSIBILITIES AND DUTIES:

1. Serve as a content specialist to assist in the development and implementation of campus instructional plans that align to state standards, district goals and curriculum.
2. Work with central office and campus administration to design and provide professional development focused on improving alignment and delivery of the written, taught and tested curriculum to increase student success and close performance gaps.

3. Work with teachers and campus administration to analyze student data, diagnose instructional needs and identify research-based instructional strategies to close achievement gaps.
4. Provide job-embedded professional development for teachers through modeling engaging, standards-based teaching as needed.
5. Collaborate with central office, campus administration, and teachers to review and develop aligned curriculum components including assessments.
6. Provide individual and/or group instructional coaching and mentoring to teachers to improve classroom instruction for all learners.
7. Conduct teacher observations and/or walk-throughs and provide feedback that facilitates teacher reflection and growth.
8. Manage and distribute instructional resources to teachers and provide training on the use of those resources.
9. Encourage and support the implementation of technology and innovative strategies in the classroom.
10. Attend district level training and provide campus level professional development in district initiatives.
11. Assist with the campus strategic plan and formulation of the CIP.
12. Assist with the implementation and monitoring of campus and district initiatives.
13. Assist in the collection, analysis and response to campus data.
14. Attend campus and district meetings/trainings as assigned.
15. Serve as a member of the campus leadership team.
16. Demonstrate knowledge of researched-based instructional strategies that engage all students.
17. Provide support in analyzing student assessment data.
18. Assist teachers with designing instructional decisions based on assessment data.
19. Monitor intervention programs by observing and meeting with teachers.
20. Model lessons when appropriate.
21. Assist with development of district curriculum, instruction and assessments.
22. Attend workshops/conferences to learn about new innovative instructional strategies.

PHYSICAL REQUIREMENTS:

23. Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

24. Salary and benefits shall be paid consistent with the System's approved compensation plan.

25. Length of the work year and hours of employment shall be those established by the System.

EVALUATION:

26. Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.