

DESERT SANDS UNIFIED SCHOOL DISTRICT

Job Description

Title: Instructional Coach	Reports To: Principal
Department: School Site	Classification: Certificated
Work Year: 10 Months	Salary: Certificated Salary Schedule

Basic Functions:

The position of Instructional Coach, under the direction of the Assistant Superintendent of Educational Services and/or designee, will assist classroom teachers in the implementation of effective instructional practices to accomplish the Local Education Agency Plan's Essential Program Components. Their work is intentional and deliberate, providing real time support and specific feedback designed to improve practice with the goal of improving student outcomes.

Representative Duties:

1. Collaborate with teachers one-on-one and in small groups, including professional learning community (PLC) teams, to reinforce and support the application of current educational theories and practices in classrooms through coaching cycles (including classroom observation, co-planning, modeling and co-teaching, followed by constructive debriefing).
2. Participate in professional development with a focus on continuous improvement and capacity building.
3. Provide data-informed, differentiated, ongoing job-embedded professional development in a safe environment, focusing on school wide improvement, building teacher capacity, responding to school site/teacher needs and increasing student engagement.
4. Facilitate and oversee the collection, analysis and use of data to identify students performing below proficiency to improve teaching and learning, and determine interventions from assessments during grade level (PLC team) data meetings to support instructional planning.
5. Monitor the effectiveness of intervention programs relative to student progress and make adjustments.
6. Facilitate and model, through coaching cycles, the implementation of best practices/research-based practices designed to meet clearly identified student needs.
7. Participate in collaborative grade level or department level PLC meetings to assist in the analysis and utilization of assessment data to improve student achievement of those performing below proficiency including multilingual learners, students enrolled in special education programs, and all students with diverse learning needs.
8. Support classroom teachers with classroom routines, management, systems, and student engagement.
9. Provide in-depth, focused learning strategies and experiences through modeling, observation, and coaching cycles aligned to the standards with support for students with disabilities and/or second language learners.
10. Meet with and engage in data analysis with the site principal on a regular basis, and participate on the site leadership team.
11. Performs other related duties as assigned.

Knowledge and Skills Required:

- Working knowledge of curriculum and instruction.
- Experience in curriculum development and instructional coaching preferred.
- Organizational and problem solving skills.
- Oral and written communication skills.
- Experience in facilitation/collaboration preferred.

This description is not intended to encompass all duties and responsibilities that may be assigned to or performed by an individual. The job description is intended only to identify the types of duties and responsibilities that can be performed by an individual assigned to this classification.

Education and Experience:

Successful and extensive teaching experience

Licenses, Certifications and Testing Required:

- Valid California Teaching Credential.
- Fingerprint/criminal justice clearance.
- Tuberculosis clearance.
- Must possess or have ability to obtain a valid California Driver's License.

Physical Requirements and Working Conditions:

The Office of Certificated Personnel Services embraces the American with Disabilities Act (ADA). The requirements of the position are maintained in the Personnel Services Division; and, the individual shall be able to perform the essential functions of the position.

While performing the duties of this job, the employee is regularly required to sit, walk, stand and talk or hear. The employee will be able to lift, carry, push, or pull up to twenty-five pounds on a regular basis and up to forty pounds occasionally. Ability to bend, twist, stoop, and reach. Specific vision abilities required by the job include close vision and distant vision. Frequently driving is essential in meeting the demands of the job. Occasionally, yet essential to this position, the individual must meet deadlines with severe time constraints, while interacting with the public and other workers. Occasionally, the position requires the employee to work irregular and extended hours. Directly responsible for the safety, well-being or work output of students. Ability to meet multiple demands from several people.

Regular work year: 184 days

Revised: