

District Science Coach

Job Description



Job Title: District Science Coach

FLSA: Exempt

Reports to: Executive Director of Mathematics and Science

Pay Grade: Teacher Scale

Dept./School: Teaching and Learning Department

Calendar Days: 192

Contract: Probationary/Term

Revised: 5.15.2024

Primary Purpose

The role of the District Science Coach is to support campuses in the implementation of the district's adopted science curricula and science framework. The District Science Coach will facilitate collaborative planning and monitor the alignment of instruction, assessment, and student outcomes; implement the district coaching cycle on assigned campuses by observing, modeling lessons with students and teachers, and providing feedback; and collaborate with the Teaching and Learning Department to provide targeted professional development to teachers and leaders.

Qualifications

Education/Certification:

- Bachelor's degree from an accredited college or university
- General qualifications of a teacher as prescribed by the State Department of Education

Special Knowledge/Skills:

- Knowledge of science standards
- Knowledge of instructional best practices in science
- Knowledge of the Aldine science curricula
- Knowledge of effective coaching practices

Experience:

- At least three (3) years successful teaching experience as a science classroom teacher
- Experience creating/presenting professional development at the campus and/or district level
- Campus leadership experience (Instructional Specialist, team leader, grade level chair, department chair, etc.)

Major Responsibilities and Duties

1. Work collaboratively with the Schools' Office, Campus Leadership, and Teaching and Learning Department to develop goals and objectives for the purpose of enhancing the district's science program
2. Collaborate with the Teaching and Learning Department to ensure implementation with fidelity of the Aldine Science Framework and adopted curriculum across grades
3. Conduct instructional rounds with the district or campus personnel using a walkthrough observation form to look for specific curriculum implementation targets
4. Attend all district coaching meetings and utilize information to provide campus support on how to implement the Aldine Science Framework and curricula
5. Facilitate collaborative planning meetings using the Curriculum-Based Professional Learning (CBPL) protocols and district adopted curricula

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6. Model appropriate science lessons aligned to the district instructional expectations and curriculum to positively affect student achievement
7. Implement the district coaching cycle by collaborating with Teaching and Learning Department:
 - a. Provide professional development around instructional priorities
 - b. Model lessons
 - c. Observe teachers
 - d. Provide timely feedback
8. Provide professional development based on specific campus/teacher and district needs
9. Collaborate with the Teaching and Learning Department and teachers on intellectual preparation and lesson delivery to implement the district's curriculum
10. Work with the campus leadership to create a culture to enhance a professional learning community
11. Attend district coaching and other district level staff development sessions and share pertinent information with the campus to plan, develop, and implement staff development and job-embedded training for teachers
12. Assist teachers in disaggregating, analyzing, and disseminating data to drive decisions on instructional placement and responsive action to help students
13. Assist teachers with identifying students in need of targeted support, determining grouping, and scheduling of appropriate interventions and responsive action
14. Determine curriculum implementation needs and provide suggestions to campus and district administration
15. Participate in vertical alignment of curriculum and work with staff to implement the district curriculum to meet needs of all students

Professional Growth and Development

16. Actively pursue a long-range program of professional growth; continually seeking self-improvement
17. Attend and participate in appropriate conferences and staff development activities to improve job-related skills
18. Attend and participate in meetings and serve on committees as required

Reports and Inventory

19. Compile and maintain records of instructional materials and supplies

Other

20. Comply with policies established by federal and state law, State Board of Education rule, and local board policy
21. Comply with all district and campus routines and regulations
22. Perform other duties as assigned by the Executive Director of Mathematics and Science, Assistant Superintendent of Teaching and Learning, Chief Academic Officer and the Superintendent of Schools

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Evaluation

The District Science Coach's evaluation is a responsibility resting with the Executive Director of Mathematics and Science. An evaluation shall be completed in writing at least once during the course of each school year.

Work Environment

Mental Demands: Work with frequent interruptions, maintain emotional control under stress

Tools/Equipment Used: Standard office equipment including personal computer and peripherals.

Posture: Frequent sitting and standing; occasional bending/stooping, pushing, /pulling, and twisting

Motion: Repetitive hand motions; frequent keyboarding and use of mouse; occasional reaching

Lifting: Occasional light lifting and carrying (less than 15 pounds)

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.