



**Position:** Itinerate Title

**Wage/Hour Status:** Exempt

**Assignment:** Title I Instructional Coach

**Pay Grade:** TC100/187 Days

**Reports to:** Principal

**Funding Source:** Title I, Part A Grant  
*Contingent on grant funding*

**Dept./School:** Assigned Campus

**Date Revised:** Spring 2024

The following statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. This position is an in-person job and is to be performed at the location specified. It does not qualify for remote work or work from home status.

Print Name: \_\_\_\_\_

Campus: \_\_\_\_\_

***Employee***

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

***Employee***

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

***Grant Administrator***

**Primary Purpose:**

Serving Title 1 campuses in LISD, the Title 1 Instructional Coach will facilitate student success and growth in academic and interpersonal skills through implementing district approved curriculum; provide job-embedded professional learning for staff to build capacity and deepen understanding of the TEKS; accelerate tier 1 instruction to close learning gaps in core content; model research-based instructional strategies that will help teachers in achieving student understanding of the TEKS and differentiate for student success; assist campus in data disaggregation to address specific student needs; and provide feedback to staff and administration regarding student growth.

**Qualifications:**

**Minimum Education/Certification:**

- Bachelor's degree from an accredited university
- Master's degree preferred
- Valid Texas Teaching Certificate
- Extensive professional development in curriculum area
- ESL or Bilingual Certification preferred

**Special Knowledge/Skills/Experience:**

- Demonstrates success in creating learning environments that support the needs of all learners
- Demonstrates innovation with curriculum and instruction and exemplary teaching ability
- Builds enthusiasm, community, and collaboration with teachers in the content area

- Demonstrates facility with coaching of teachers and supporting job-embedded professional learning including the use of coaching cycles
- Demonstrates understanding of how to create engaging learning environments for adult learners in the delivery and design of professional learning experiences.
- Exhibits depth of understanding related to specific content area
- Mastery of instructional practices that result in growing all students
- Effective instructional coaching, problem solving, and conferring skills
- Competence in data analysis and the formulation of action plans
- Strong organization, communication, and interpersonal skills
- Commitment to self-evaluation with regard to performance and professional growth
- 5 years successful teaching experience in the assigned content area
- Experience serving economically disadvantaged students

#### **Major Responsibilities and Duties:**

- Facilitate coaching cycles with teachers and/or grade level teams to improve student success.
- Collaborate with classroom teachers to meet the needs of students.
- Provide classroom teachers support through lesson design, mentoring, and coaching.
- Collaborate with campus leadership and campus personnel to support district/campus initiatives and goals.
- Analyze and disaggregate campus data.
- Lead campus and district professional learning related to tier 1 instruction.
- Support campus leadership with the RTI/MTSS process.
- Use effective communication to present accurate and timely information to all stakeholders.
- Design and utilize professional learning consistent with district and program goals/objectives.
- Incorporate technology to strengthen the teaching and learning process.
- Promote a safe classroom environment that is conducive to individualized/small group learning.
- Encourage family involvement and effectively communicate with students and parents.
- Maintain standards of student behavior necessary to achieve a functional learning environment.
- Participate in curriculum writing in collaboration with district content teams.
- Facilitate high-quality, ongoing assessment of student learning aligned to , standards, and skills.
- Adjust instructional methods/coaching cycles based on individual student needs.
- Remain current in best practices related to curriculum, differentiated instruction, assessment, and professional learning through literature review and attendance at state/national conferences.
- Utilize research skills to gather information from other schools and districts around common problems of practice to seek innovation solutions.
- Participate in activities that promote district and community relations.

#### **Mental Demands/Physical Demands/Environmental Factors:**

- Computer and peripherals; standard office equipment
- Very frequent walking; occasional bending/stooping, pushing/pulling, and twisting; occasional prolonged sitting or standing
- Frequent repetitive hand motions; frequent keyboarding and use of mouse; occasional reaching
- Frequent lifting and carrying
- Frequent district-wide travel
- Maintain emotional control under stress; work with frequent interruptions; frequent prolonged and irregular hours

**OTHER:** All employees are to follow district safety protocols and emergency procedures.

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