



## Job Description

<b>Position Title:</b>	Instructional Coach
<b>Job Title:</b>	Instructional Coach I
<b>Function:</b>	Instruction
<b>Family:</b>	Instructional Support

<b>Reports to:</b>	Campus Principal	<b>Pay Grade:</b>	W4
<b>Terms of Employment:</b>	<ul style="list-style-type: none"> <li>• 198 days per year.</li> <li>• Prob/Term-Other Professional employment agreement.</li> <li>• Salary is in the Administrative Program Job Group W4 on the SAISD Compensation Plan.</li> <li>• Entry salary is at \$53,087.76 with consideration for directly related experience.</li> <li>• Additional stipend of \$7,500.00 for Instructional Coach duties.</li> </ul>	<b>FLSA Classification:</b>	Exempt
<b>Funding Source:</b>	This position is locally funded.		

### Job Scope

Use significant independent judgment and familiarity of the field to perform work. May be responsible for administration of various moderate and high complexity departmental programs and may be the lead a group of employees. May develop policies and procedures and oversee the implementation and execution of them.

### Position Summary

To provide on-site coaching and job-embedded professional development to teachers in schools. Coaching and job- embedded professional development will support accelerated classroom teachers with instructional planning, student performance data analysis and the development of action plans in response to the data. The Instructional Coach will utilize technology to assist with teacher coaching sessions; model effective accelerated teaching strategies; observe classroom instruction and provide feedback and encourage teacher participation in professional learning.

The Instructional Coach will build teacher learning capacity and facilitate the creation of systematic and sustainable high-quality collaboration that is focused on an integrated/cross- curricular design, student engagement, and personalized learning, providing continual support in collaborative approaches to teaching and learning.

### Essential Functions / Key Responsibilities

1. Collaborate with schools in curriculum implementation and alignment to TEKS/SEs, academic assessment and program evaluations using solid knowledge.
2. Collaborate with teachers across multiple disciplines to promote an integrated/cross-curricular design that promotes student engagement, personalized learning, and a collaborative approach to teaching.
3. Provide instructional leadership and support to teachers and administrator/or grade-level subject teachers using solid knowledge.



## Job Description

4. Conduct demonstration lessons.
5. Generate reports and provides data analysis; collaborates with campuses to develop and implement an action plan and prioritize academic and instructional needs using latitude for independent judgment.
6. Develop coaching plans for a continuum of service.
7. Facilitate professional development trainings for teachers and district stakeholders.
8. Research and stays abreast of current trends in curriculum and instruction and urban education; disseminates information to teachers.
9. Observe classroom instruction and provide constructive feedback using latitude for independent judgment to improve instructional techniques.
10. Participate in campus walks with campus leadership and district team members.
11. Develop a collaborate approach to family and community partnership to increase parental involvement and student achievement.
12. Perform other related duties as assigned within the appropriate skill and experience capabilities expected for this position.

### Minimum Requirements

- Bachelor's degree from an accredited college or university or 4 years equivalent experience.
- 5+ years progressive experience in teaching or coaching teachers with evaluation and analysis of assessment and accountability data to include:
  - 3 years of teaching
- Valid teaching certificate.
- Candidate must have satisfactory outcome of fingerprinting background check. Non-refundable fee (approximately \$50.00) paid by the employee.

### Preferred Qualifications

- Master's Degree from an accredited college or university.
- 8+ years progressive experience in teaching or coaching teachers with evaluation and analysis of assessment and accountability data.

### Knowledge, Skills & Abilities

- Effective communication skills, both oral and written, with diverse groups of individuals utilizing tact and diplomacy.
- Demonstrated knowledge of general principles, practices, and techniques of family and community engagement that increase parental involvement and directly impact student achievement.
- Experience with STEM/STEAM instructional strategies including PBL.
- Experience with coaching teachers in concepts such as student engagement levels, lesson design, authentic learning, and self-directed learning.
- Experience in cross-curricular and integrated approaches in curriculum and instruction and facilitation of integrated learning model.
- Knowledge of the TEKS and demonstrated ability to design effective lessons and assessment that directly align with the standards.
- Demonstrated success in the pedagogical implementation of the 4 C's (Communication, Collaboration, Critical Thinking, and Creativity) skills
- Experience with accelerated instructional teaching strategies/models.



## Job Description

- Experience with educational technology and 21st Century Skills.
- Experience designing and facilitating relevant professional learning sessions to a variety of audiences, such as administrators, teachers, and community partners.
- Experience in effective design and implementation of differentiated instruction.
- Experience analyzing data and using results to inform instruction.
- Knowledge in a content specific and/or specialty curriculum, assessment, and instruction.
- Detail oriented and able to manage multiple tasks and projects simultaneously.
- Knowledge and proficiency with technology (i.e. Microsoft Applications, Google Applications, etc.).

### Working Conditions

#### Work Environment:

- Computer, computer software programs and peripherals, teacher resource materials and equipment, copier, fax, and other equipment applicable to position.
- Frequent exposure to temperature extremes (hot and cold), humidity extremes, noise. Occasional exposure to biological hazards (communicable diseases, bacteria, insects, mold, fungi, etc).

#### Physical Demands/Requirements:

- Maintain emotional control under stress; work with frequent interruptions/deadlines and prolonged or irregular hours; Frequent walking, standing, stooping, bending, pulling and pushing; Occasional: Lifting and carrying 10-25 pounds frequently, 25-40 pounds occasionally, more than 45 pounds infrequently with assistance; Pushing/pulling 10-35 pounds sporadically; May be required under specific circumstances to provide physical restraint of students in danger of causing harm to themselves or others; Frequent districtwide and occasional statewide travel.

### Supervisory Responsibilities / Direct Reports

- None

**It is the policy of San Antonio ISD not to discriminate on the basis of race, color, religion, national origin, age, sex, gender identity, gender expression, sexual orientation or disability in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended, and SAISD's board policies DIA, FFH, and FFI.**

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

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