AUSTIN ISD
JOB DESCRIPTION

JOB TITLE:	**COACH INSTRUCTIONAL**			FLSA STATUS:	**EXEMPT**
PAY GRADE:	**PRF 3**	DUTY DAYS:	**197**	DATE REVISED:	**07/27/2026 HC**
FUNDING SOURCE:	**THIS POSITION IS PARTIALLY OR FULLY FUNDED THROUGH LOCAL AND/OR GRANT SOURCES. CONTINUED EMPLOYMENT IN GRANT-FUNDED POSITIONS IS CONTINGENT UPON AVAILABILITY OF FUNDS.**				

MINIMUM REQUIREMENTS:

A Bachelor's degree from an accredited college or university is required. Individuals in core academic subject areas must meet teacher requirements. Three (3) to five (5) years of successful classroom teaching experience is preferred. A strong background in reading and/or math content and pedagogy; experience working in school with diverse student populations, experience working with English Language Learners. A valid Texas teaching certificate in the subject and level of assignment is preferred.

SKILL REQUIREMENTS:

This position requires the ability to apply knowledge of current education and instructional theories, methodologies, techniques, and principles, knowledge of subject matter, and knowledge of State, local, and Federal laws and regulations affecting the lives and education of students. This position requires an understanding of child and adolescent development as well as adult learning theories and coaching best practices. Incumbent must have the skills to manage student behavior. Incumbent must have the ability to communicate effectively using a variety of media, work with others as a team, organize and maintain records, manage time and resources effectively and efficiently, and evaluate performance and provide constructive feedback. Incumbent must be able to read, write, and converse fluently in English.

JOB PURPOSE AND RESPONSIBILITY:

This position will partner with teachers to ensure equity, opportunities, and access for all students; increases the quality and effectiveness of classroom instruction; closes achievement gaps and provides job-embedded professional learning and coaching in the content areas of literacy, mathematics, social studies, and science, supports and aligns project initiatives to the School Improvement and Innovation Plan. This position must stay current with trending educational research and new learning methodology and use data to make informed decisions. This position requires creativity and adaptive thinking to match teaching objectives, learning strategies, and instructional plans with students' abilities. Judgment is required to interpret broad State, local, and Federal laws, regulations, and policies affecting the lives and education of students and the impact of the laws on instructional methodologies or techniques employed.

ESSENTIAL FUNCTIONS:

- Work as a colleague with classroom teachers to support student learning and teacher practice.
- Teach, model, and facilitate research-based best practices within the campus' instructional program and the district instructional model and expectations.
- Assist teachers in planning rigorous standards-based lessons and assessments that address the needs of all learners in the classroom.
- Facilitate a coaching cycle to support teachers to plan, deliver, and reflect on instruction.
- Model effective, differentiated instruction in classrooms.
- Provide leadership and guidance to the novice teacher mentoring program(s) on campus.

- Provide or arrange for campus wide or grade level/departmentalized professional learning, job-embedded professional development, and follow-up support.
- Work one-on-one and in small groups with teachers, providing guidance, training, and other resources as needed.
- Provide support in analyzing student assessment data.
- Assist teachers with instructional decisions based on assessment data.
- Provide support for classroom engagement, motivation and management strategies as needed.
- Manage time and schedule flexibility to maximize teacher schedules and learning.
- Provide instructional guidance with observation and feedback to support alignment with district evaluation and walkthrough systems.
- Ensure resource curation and curriculum support that aligns with district scope and sequence, high-quality instructional materials, and supplemental resources to district and state standards.
- Support campus facilitation of Professional Learning Communities.
- Collaborate with classroom teachers to align intervention strategies and instruction with core classroom instruction.
- Deliver small group, targeted instruction/interventions to students as needed and as determined by the needs of the campus and principal.
- Attend district-provided professional learning designed for instructional coaches, and deliver district-designed professional learning as needed per the Office of Teaching, Learning & Leading
- Provide an exceptional customer experience for all AISD stakeholders with intentional and professional practices that promote a culture of respect.

OTHER DUTIES AS ASSIGNED:

Perform other related duties as assigned; however, all employees are expected to comply with lawful directives in rare situations driven by need where a team effort is required.

PHYSICAL EFFORT AND WORK ENVIRONMENT

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This position may involve rare exposure to blood or body fluids. Regular attendance is required for this position.

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

Posture: Prolonged sitting; 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)

Environment: Work inside; may require travel to campuses.

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

PERSONAL WORK RELATIONSHIPS

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This position reports directly and will be evaluated by the Campus Principal or Designee. Incumbent will have contact with campus/District administrators, staff, teachers, students, families, community support staff and Municipal/Travis County Precinct Court staff.

The Austin Independent School District provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

I have read & acknowledged the job description above.

Employee Signature:		**Date:**	