

Job Classification Title: Teaching & Learning Coach for Literacy

### **JOB CLASSIFICATION SUMMARY**

Instructional coach responsible for improving teacher efficacy and student achievement in literacy.

### **DISTINGUISHING CHARACTERISTICS**

The Teaching and Learning Coach serves as a catalyst for instructional excellence and student achievement. The Teaching and Learning Coach partners closely with educators to set meaningful goals, devise actionable plans, and implement effective teaching methodologies to foster student growth and positive student outcomes in the area of K-8 literacy.

### **ESSENTIAL DUTIES**

- Support the development of all teachers in understanding and implementing Creighton's curriculum and assessments, the Danielson Framework for Teaching, and data analysis.
- Conduct observations and provide appropriate modeling, coaching, and feedback on the implementation of instruction that meets district-wide expectations by:
  - Facilitating goal setting as well as direct and reflective coaching sessions aligned to predetermined instructional and assessment goals.
  - Facilitating initial planning meetings using content area standards, district curriculum, and relevant data.
  - Assisting in the planning and implementation of a literacy block that includes core instruction and intervention, including an emphasis on phonemic awareness, phonics, comprehension, vocabulary, fluency, and language for early literacy.
  - Collecting and analyzing instructional and assessment data to recommend and support the implementation of modifications to instruction.
  - Demonstrating lessons with pre and post discussions, analysis, and action planning.
  - Supporting teacher implementation of effective instructional practices, action plans, and aligned feedback.
- Collaborate with site and district leaders to
  - Develop curriculum and resources for literacy and related content.
  - Support the effective implementation of district curriculum, expectations, and initiatives.
  - Support the multi-tiered system of supports model related to literacy.
  - Foster a positive culture of adventurous thinkers, collaborative learners, and kind-hearted leaders.

- Facilitate the Data Wise Cycle by collecting, analyzing, and acting on instructional and assessment data.
  - Lead assigned district-led initiatives and projects.
- Maintain organized and accurate records of professional goals, progress, and coaching services.

## **KNOWLEDGE**

- Instructional coaching approaches and strategies for teaching adult learners
- Subject matter expertise in literacy, including systematic and explicit instructional processes
- Arizona content area standards, including English Language Arts and English Language Proficiency Standards
- Science of Reading
- Effective instructional pedagogy and evidence-based best practices aligned with Domains 1 and 3 of the Danielson Framework For Teaching
- Class climate building and behavior management strategies aligned with Domain 2 of the Danielson Framework For Teaching
- Assessment systems, practices, and types
- Multi-Tiered System of Supports (MTSS) model, data collection, analysis, and application
- District policies, procedures, organization structure, and school requirements

## **SKILLS**

- Facilitating professional learning for adults
- Effective time management
- Effective written and oral communication; the ability to articulate complex concepts clearly and concisely.
- Strong communication and interpersonal skills, as applied to interactions with coworkers, supervisors, the general public, and others to sufficiently exchange or convey information and to receive work direction
- Use of a variety of computer-based technologies and other equipment
- Establish and maintain harmonious working relationships with those contacted in the course of work; demonstrating tact, diplomacy and patience
- Bilingual a plus if placed at one of our dual-language Spanish immersion schools

## **MINIMUM QUALIFICATIONS**

### **Education and Experience:**

- Certified educator with a minimum of 3 years of documented successful teaching experience, preferred across multiple grade bands
- Demonstrated leadership experience in educational settings, particularly in coaching or mentoring roles
- Proven track record of building trust and fostering positive relationships with colleagues, administrators, and students
- Enthusiasm and expertise in designated focus areas, including curriculum development, assessment, and instructional technology
- Commitment to equity, diversity, and inclusion in education
- Arizona K-5 Literacy Endorsement or similar qualification, or evidence of progress toward an Arizona literacy endorsement.