



Coach, Talent Development

Reports to: Director, Teacher Residency

Structure/Grade: 128

Division: Human Resources

Workdays: 246

Position Summary

The IGNITE Talent Development Coach is responsible for supporting the growth and development of a cohort of aspiring teachers (residents) and their mentor teachers within the IGNITE Teacher Residency Program. This role focuses on delivering high-quality professional learning, providing targeted instructional coaching to residents, and fostering strong, growth-centered resident-mentor relationships. The ideal candidate brings a deep understanding of adult learning, instructional best practices, and a commitment to equity and educator development. Experience designing and facilitating professional development for diverse stakeholders is essential.

Essential Job Duties

- Designs and delivers high-quality, structured professional learning for teacher residents and mentor teachers grounded in evidence-based instructional practices.
- Utilizes a repertoire of adult learning strategies including real-time, side-by-side coaching; co-planning and co-teaching; modeling best practices; student work analysis; and classroom observation with targeted feedback to strengthen teacher practice.
- Supports mentor teachers in cultivating effective, growth-centered relationships with residents, ensuring alignment with program expectations and a strong developmental experience for both parties.
- Monitors and supports resident growth and development using DeKalb County's instructional frameworks, including TEKS, MIRACLES, H-PRIDE, and Culturally Responsive Teaching.
- Participates in the annual resident selection process, including selection events and interviews.
- Collaborates with university partners to ensure strong alignment between the residency experience and Master's degree coursework.
- Demonstrates proficiency with technology tools to support instruction, collaboration, and planning, including the use of Microsoft 365 and other digital platforms; remains current on emerging instructional technology to enhance teaching and learning.
- Conducts classroom observations and provides actionable, manageable feedback to accelerate teacher development.
- Maintains ongoing communication and collaboration with university partners, including liaisons and supervisors, to monitor and support resident progress.
- Completes required university evaluations in collaboration with designated university personnel.
- Maintains accurate and up-to-date documentation in compliance with district, state, and federal guidelines.
- Completes all assigned trainings and compliance requirements by established deadlines.
- Performs other duties as assigned.

Qualifications

- A Bachelor's degree from a Professional Standards Commission (PSC)-approved accredited college or university is required.
- Minimum of 4 years of successful classroom teaching experience required.



- Minimum of 2 years of experience in instructional coaching, teacher mentorship, or teacher leadership required.
- A demonstrated record of improving student academic outcomes through effective instructional practices is required.
- A valid Georgia PSC teaching certificate at level 4 or higher in an appropriate content area is required.

Knowledge, Skills, and Abilities

- Knowledge of effective staff development models that lead to increased student achievement, literacy or mathematics curriculum, and best practices, curriculum guidelines for the school district and state requirements; standardized testing in accordance with school district policies and state laws; DCSD policies, programs and procedures pertinent to learning disabilities, child and substance abuse, and social adjustment.
- Skill in effective oral, written, and interpersonal communication; preparing assignments and tests for in-school preparation and homework; maintaining order in a classroom setting; administering the school system's discipline policies; counseling students with academic difficulties and behavioral problems.
- Ability to establish and maintain cooperative and supportive relationships with students, school personnel, district personnel, parents, co-workers, and the public, plan and develop course of study suitable for specific grade levels; develop lesson plans incorporating lectures, projects, group discussions, exhibits, field trips, audiovisual and library resources, computers and the internet; continue completion of professional courses according to school district and state guidelines, demonstrate patience and appropriate, professional demeanor when interacting with students, especially while presenting information to students that is new or unfamiliar.

Physical Demands and Work Environment

- Constantly required to exchange accurate information.
- Constantly operates a computer and other office machinery.
- Constantly observes details at close range.
- Frequently remains in a stationary position.
- Occasionally moves about inside an office.
- Occasionally moves office equipment weighing up to 25 pounds.
- Constantly works in an indoor environment.

By signing below, I agree that I have read and understand the requirements and the essential functions of this position.

Employee: _____ Date: _____

Disclaimer: Information contained within this position specification only summarizes information for interested individuals. The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position. If there is a discrepancy between the information in this position specification and the current documents obtained in the Division of Human Resources, the latter will always govern. The DeKalb County School District reserves the right to modify, alter, or discontinue these reference materials for any reason.

Reviewed/Revised: 8/12/2025