



INSTRUCTIONAL COACH - LITERACY, MATH

QUALIFICATIONS:

- Bachelor's Degree from an accredited college or university
- Professional Educator Licensure from State of Illinois, Early Childhood Education Endorsement preferred
- Master's in content area or curriculum/instruction preferred
- Five or more years of experience teaching
- Other qualifications that are deemed important or necessary by the Board of Education
- Skills Desired:
 - Successful experience in facilitating coaching cycles and professional development in content area
 - Strong knowledge of evidence-based literacy or math instructional practices, including those outlined in the Illinois Comprehensive Literacy Plan or the NCTM Effective Mathematical Teaching Practices, and the ability to apply these methods to improve student outcomes
 - Demonstrated ability to lead effective professional learning with diverse adult learners across multiple settings
 - Proven ability to work cooperatively and effectively with colleagues, including the ability to create and nurture a professional community of adult learners
 - Demonstrated leadership qualities and strong interpersonal skills, including giving and receiving constructive feedback
 - Proven ability to use student-level and district-level data to guide instructional decisions.
 - Demonstrated teacher leadership
 - Strong pedagogical knowledge and content expertise
 - Demonstrated expertise in organizational skills as well as oral and written communication

REPORTS TO:

- Assistant Superintendent of Teaching and Learning, Director of Elementary Education and Building Principals
- Evaluated by the Director of Elementary Education

JOB SUMMARY:

- The content-focused Instructional Coach has specialized knowledge in the area of literacy or mathematics instruction and the ability to guide and support teachers in the implementation of evidence-based practices in the area of specialization across the assigned grade levels. The Instructional Coach is a critical lever in improving student achievement. The role of the coach is to build teacher capacity and their understanding of instructional practices in the content area of focus. An Instructional Coach is a learner who models continuous improvement, and lifelong learning and goes above and beyond to ensure student success. All Instructional Coaches will work collaboratively as part of a team with members of the Department of Teaching and Learning. Instructional Coaches will promote reflection, provide guidance and structure where needed, and focus on strengths, collaboration, and common issues of concern. They are responsible for ensuring high-quality instruction in classrooms through modeling, co-planning, co-teaching, and providing feedback to teachers. The content-based coach is also responsible for organizing and facilitating professional development across the district in their area of specialization.
- This is NOT a supervisory position and DOES NOT include evaluation of colleagues.

PERFORMANCE RESPONSIBILITIES:

1. Support implementation of literacy or mathematics curriculum following district initiatives and recognized best instructional practices and strategies
2. Implement district instructional coaching models and strategies focused on student achievement and growth
3. Provide high-quality professional development that is job-embedded, content-focused and collaborative, incorporating active adult learning theory, to support the implementation of effective instruction
4. Facilitate professional learning opportunities at a broader level for groups of teachers across the district in assigned content areas, including support and training for new teachers and groups of teachers at the building or district level
5. Maintain an efficient request and record-keeping system for coaching support from teachers and administrators
6. Model or co-teach lessons or learning experiences in classrooms on a daily/weekly basis



7. Support the instructional development of all teachers in understanding the Illinois Learning Standards, Illinois Comprehensive Literacy Plan (literacy), and Mathematical Teaching Practices (math) and how these standards support effective instruction
8. Maintain up-to-date knowledge of best practices, trends, and advancements within the field to ensure effectiveness and innovation
9. Work with the Director of Elementary Education to co-facilitate the PreK to Kindergarten transition team and its mission to promote policy and practices in the district that support early learning
10. Build and maintain strong relationships with teachers, administrators and other coaches
11. Assist teachers in understanding D87 mission and core values
12. Assist teachers with resources, materials, tools, information, etc. to support classroom instruction and planning, including new resources
13. Analyze student performance data to identify instructional needs, develop recommendations and support curriculum improvements to enhance student achievement
14. Support teachers and administrators in using data to improve instruction on all levels
15. Assist teachers with planning and pacing of lessons, the development of differentiated lessons and the selection of best practices to meet the needs of their students
16. Informally observe (non-evaluative) lessons and provide feedback for a teacher's professional growth and students' success
17. Contribute to the development of systems and structures to improve teacher practice within schools
18. Submit a weekly coaching log and any pertinent data requests/coaching documentation
19. Attend or facilitate summer training sessions and/or task force work - this will be paid at the BEA contractual rate

The above description covers the most significant duties performed, but does not exclude other occasional work assignments not mentioned, the inclusion of which would be in conformity with the skills and responsibility levels appropriate for this position.