



DURHAM
PUBLIC SCHOOLS

Instructional Coach Job Description

Position Title: Instructional Coach

Reports To: Principal

Employment Terms: Ten-month position

Salary: Salary in accordance with the applicable state teacher's salary schedule

Qualifications:

1. Master's Degree in curriculum and instruction or education, preferred
2. Experience in leading curriculum development and professional development
3. Strong knowledge of NC Standard Course of Study in designated content
4. A minimum of four years' experience as a successful classroom teacher in designated content, preferred
5. Experience interpreting, analyzing and using data
6. Experience coaching and mentoring teachers
7. Experience leading PLCs, preferably using the CFIP Protocol
8. Ability to work well with adults in a collaborative manner

Instructional Coach

Reporting to the Principal, the Instructional Coach will model best practices for classroom instruction and analyzing data. In partnership with the Principal, the Instructional Coach will implement meaningful and relevant professional development to guide staff in becoming master teachers. As part of the leadership team, the Instructional Coach will further develop systems and protocols to ensure that academic achievement and school culture consistently reflects our school. The Instructional Coach will also be a member of the intervention team.

Teacher Development and Evaluation

- Model best instructional practices
- Coach teachers on best practices and interventions to raise achievement for students
- Advise, support, and mentor individual teachers to improve instruction through:
 - Daily classroom observation and feedback
 - Working as a member of the school intervention team and directly impacting students
 - Curriculum, unit, and lesson collaborative planning and review
 - Continuous, high-quality assessment preparation
 - Comprehensive and evolving professional development programming

Student Achievement

- Set ambitious goals for student achievement and performance and hold staff accountable for achieving results
- In partnership with the Principal evaluate school performance data to make holistic and individual recommendations for improving instructional practices
- Facilitate data-driven discussions with instructional staff regarding student performance