



STONINGTON PUBLIC SCHOOLS
Job Description

GENERAL INFORMATION

<i>JOB TITLE:</i>	Instructional Coach for English Learner Programs
<i>DEPARTMENT:</i>	Curriculum
<i>TERMS OF SERVICE:</i>	10-month, Stonington Education Association
<i>FLSA STATUS:</i>	Exempt
<i>REPORTS TO:</i>	Assistant Superintendent
<i>SUPERVISORY RESPONSIBILITIES:</i>	Support of teachers and tutors to meet the educational needs of multilingual students
<i>WORK ENVIRONMENT:</i>	This position may require travel between schools within the district. Daily responsibilities include regular classroom observations and in-person coaching.
<i>EVALUATED BY:</i>	Assistant Superintendent
<i>JOB DESCRIPTION REVISION DATE:</i>	4.22.26

QUALIFICATIONS

- Bachelor's degree required; Master's degree in TESOL, Education, or a related field preferred
- Valid teaching certification; ESL or bilingual certification strongly preferred
- Minimum of 3–5 years of experience working with English learners
- Demonstrated expertise in instructional coaching or teacher leadership
- Strong understanding of second language acquisition and effective instructional strategies

Must possess the following skills and competencies:

- Excellent interpersonal and communication skills
- Ability to build trust and collaborate with diverse stakeholders
- Strong organizational and facilitation skills
- Data-driven mindset with experience using assessment tools
- Commitment to equity and culturally responsive practices

OVERVIEW

The Instructional Coach for English Learner (EL) Programs supports the academic success of multilingual students by building the capacity of teachers and tutors across the district. This role focuses on coaching educators to implement effective, research-based strategies for English language development and content access. The coach also provides guidance and coordination for tutors who deliver direct instruction to English learners, and direct support/tutoring instruction to EL students, depending on district enrollment and time constraints.

PRIMARY RESPONSIBILITIES

Given the nature of the position, it is not possible to list every job task and responsibility. The list below is intended to describe various types of work that may be performed, but it is not meant to be all-inclusive.

In coordination with the Assistant Superintendent, the Instructional Coach for English Learner Programs will:

- Teacher Coaching and Professional Development
 - Provide job-embedded coaching to teachers on strategies that support English language development across content areas
 - Model instructional practices, co-plan lessons, and co-teach to demonstrate effective scaffolding and differentiation
 - Facilitate professional learning sessions on topics such as language acquisition, culturally responsive teaching, and formative assessment for English learners

- Support teachers in analyzing student data to inform instruction and monitor progress
- Coordinate with building administrators and school counseling staff to group and place EL/ML students in classes/schedules to best suit their linguistic needs
- Tutor Support and Coordination
 - Train and support tutors who provide direct instruction to English learners in both push-in and pull-out settings
 - Develop and share instructional resources, lesson frameworks, and progress monitoring tools for tutors; aligned with the CELP Standards
 - Observe tutoring sessions and provide feedback to ensure alignment with district goals and best practices
 - Coordinate schedules, communication, and expectations between tutors and classroom teachers
 - Provide direct support/tutoring instruction to EL students, depending on district enrollment and time constraints
 - Provide all designated supports for statewide academic assessments to the district testing coordinator
- Program Development and Collaboration
 - Collaborate with school and district leaders to strengthen EL and ML programming and ensure compliance with state and federal requirements
 - Assist in the development and implementation of curriculum and assessments tailored to English learners;
 - Partner with specialists (e.g., special education, literacy coaches) to support diverse learner needs
 - Contribute to family engagement efforts by helping educators communicate effectively with multilingual families
 - Meet with all parents/caregivers of EL/ML students to provide information about native language supports; support individual school teams with parent communication
- Possess knowledge of District policies and regulations.
- Perform other duties as assigned by any curriculum coordinators.

In coordination with the Director of Special Services, the Instructional Coach for English Learner Programs will:

- Identify all students potentially eligible for EL/ML programming using the statewide identification process
 - Provide the state-approved home language survey to incoming parents/caregivers

- Notify parents and caregivers of students' eligibility for and continuation and/or program exit of English learner programming and options
- Organize, schedule, and administer statewide annual language assessment during the state testing window