

## **LEARNING INSTRUCTIONAL COACH**

### **Job Summary**

Plans and promotes learning as it relates to students' background, environments, and age levels; leads and instructs each student in exploration and mastery of skills to the extent that the student is capable. Instruct students in activities designed to promote skills growth needed for success.

### **Responsibilities**

- Diagnoses students' behavior and learning needs and designs programs of improvement to positively affect student learning.
- Plans, coordinates, and guides individual and group curriculum and instruction by developing lesson plans, assignments, and activities to stimulate growth in learning.
- Creates and sustains an environment that will enhance learning
- Completes assessments and ongoing student evaluations, record keeping, and reporting as required.
- Assists teachers with assessing and diagnosing students' learning needs.
- Assists teachers with intervention strategies to increase academic achievement.
- Provides coaching support to teachers to meet the varied instructional needs of individual students.
- Provides social and community (in and out of the classroom) activities and opportunities to display and practice skill development to ensure intellectual, social, emotional, and physical growth, so that the students feel a sense of success at their rate of development.
- Encourages and promotes communication and interaction with parents and the child's community through conferences, record keeping, lesson plans, and multiple pupil performance outcomes/assessments.
- Interacts with faculty, principal, and community groups to plan curriculum and activities.
- Network with others to facilitate positive transitions.
- Participates in personal professional growth activities and district in-service programs.
- Assists with the planning of curriculum and other committees.
- Regular attendance is required.

### **Other Functions**

Performs other related duties, as assigned, to ensure the efficient and effective functioning of the work unit.

### **Job Requirements: Minimum Qualifications**

#### **Skills, Knowledge, and Abilities**

SKILLS are required to perform multiple technical tasks, with the need to periodically upgrade skills to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: applying assessment instruments; preparing and maintaining accurate records; and using pertinent software applications.

KNOWLEDGE is required to identify and intervene in problem situations to prevent the development of more serious difficulties developing out of the family; and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include stages of child development.

ABILITY is required to schedule a significant number of activities, meetings, and/or events; often gather, collate, and/or classify data; and use basic, job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; analyze data utilizing a variety of complex processes; and operate equipment using defined methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with a variety of data; and utilize specific, job-related equipment. Independent problem-solving is required to analyze issues and create action plans. Problem-solving with data requires an analysis based on organizational objectives, and problem-solving with equipment is limited. Specific ability-based competencies required to satisfactorily perform the functions of the job include: communicating with diverse groups; maintaining confidentiality; meeting deadlines and schedules; setting priorities; working as part of a team; and working with frequent interruptions.

#### **Responsibility**

Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of resources from other work units may be required to perform the job's functions. There is a continual opportunity to impact the organization's services.

**Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and some fine finger dexterity. Generally, the job requires 75% sitting, 15% walking, and 10% standing. The job is performed under conditions with exposure to the risk of injury and/or illness and in varying atmospheric conditions.

**Reports To** Building Principals

**Supervises** Students as assigned

**Education** Bachelor’s Degree Required, Valid Kansas secondary teaching license, (6-8 or 6-12). Master’s Degree Preferred in Reading or Related Fields.

**Qualifications** Knowledge of current effective intervention practices, research-based instruction, and MTSS framework.  
High level of technology expertise.  
Ability to use Google Drive and Google tools.  
Ability to work in a fast-paced environment and maintain confidentiality at all times.  
Must support district goals and objectives.  
Ability to represent the district in an appropriate, professional manner  
Demonstrated competence in social skills

**Experience** Reading specialist license, and/or strong literacy background desired.

**Terms** Salary and work year to be determined according to the current schedule and Negotiated Agreement.

**FLSA Status** Exempt

**Evaluation** Performance evaluation is done by the Building Principal

**Continuing Education/Training**

- Professional Development
- Annual Training Videos

**Certificates & Licenses**

**Clearances**

- Background Check
- Pre-employment Physical
- TB Test