

Internal Posting

Teacher on Special Assignment 2021-2022: Universal Design Learning Instructional Coach

Number of Positions: Three (3): (1) Elementary, (1) Middle, and (1) High School

SUMMARY DESCRIPTION: 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 as related to Universal Design Learning. An instructional coach is a learner who models continuous improvement, lifelong learning, and goes above and beyond to ensure student success. 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. **This is NOT a supervisory position and DOES NOT include evaluation of colleagues.**

JOB RESPONSIBILITIES AND ROLES:

- Model lessons in classrooms on a daily/weekly basis.
- Support the instructional development of all teachers in understanding Universal Design Learning and data analysis.
- Build strong relationships with teachers, administrators, and other coaches.
- Provide direction and coordination for how the curriculum is taught consistent with District initiatives and recognized best instructional practices.
- Create an articulated schedule with building administration.
- Provide technical support to collaborative teams within buildings during PLC Meetings
- Assist teachers with resources, materials, tools, information, etc. to support classroom instruction and planning, including new resources.
- Support teachers and administrators in using data to improve instruction on all levels.
- 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.
- Support teachers by helping with the —strategic how of teaching -- share multiple instructional strategies/processes with teachers during planning times.
- Informally observe (non-evaluative) lessons and provide feedback for a teacher's professional growth and students' success.
- Develop staff members' knowledge, skills, attitudes, and behaviors through a variety of professional development targeted topics and designs.
- Develop coaching plans for teachers to ensure student improvement.
- Utilize Adult Learning Theory to motivate adult learners to improve professional practice.
- Contribute to the development systems and structures to improve teacher practice within schools.
- Provide job-embedded informal professional learning beyond the coaching responsibility.
- Submit a weekly coaching log and any pertinent data requests/coaching documentation.

- Attend training sessions.

SPECIAL QUALIFICATIONS:

- Minimum 5 years' experience teaching, with a record of successfully impacting student achievement and working successfully with students who have the greatest needs.
- 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 in using student-level data to guide instructional decisions. Demonstrated Teacher Leadership.
- Strong pedagogical knowledge and content expertise.
- Demonstrated expertise in oral and written communication.
- Strong interpersonal skills.
- Models continual improvement, demonstrates lifelong learning, and applies new learning to help all students achieve.
- Demonstrates evidence of professional growth, including leadership and participation in a wide range of significant professional development activities.

APPLICATION PROCESS:

- Brief letter of interest submitted to building principal including resume or vitae
- In-Person Interview and prepared mini lesson demonstrating UDL practices.
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