



Sequoia Union High School District

Job Description

JOB TITLE:	District Instructional Coaches
ADMINISTRATIVE RELATIONSHIP:	The District Instructional Coach is evaluated and directly responsible to the Assistant Superintendent Educational Services
CLASSIFICATION:	Certificated
REQUIREMENTS	<p>Five years teaching experience preferred</p> <ul style="list-style-type: none"> • Desire and ability to work both 1:1 and as a trainer / facilitator for groups of teachers • Ability to attend coaching training • Ability to work with new and veteran teachers • Understanding and support for district goals and priorities for instruction • Highly qualified and credentialed in a core subject area • Strong familiarity with standards and assessments • Comfortable with delivery of professional development for diverse subject areas • Maintain confidentiality regarding all teachers
SALARY SCHEDULE:	Certificated Salary Schedule
WORK - YEAR / HOURS:	195 days
LOCATION:	Various
BOARD APPROVAL:	Revised March 28, 2012

BRIEF DESCRIPTION OF POSITION

Coaches will assist teachers foremost in the implementation of research-based instructional strategies connected to standards

DUTIES AND RESPONSIBILITIES

1) **Teacher Coaching**

- Coach teachers with a focus on Direct Interactive Instruction (DII) or district-identified instructional strategies and standards-based instruction
- Provide DII and district-identified best practices support for teachers through the coaching cycle: Initial training; demonstration lessons; co-plan/co-teach activities and follow-up observations
- Engage in coaching activities that can include but are not limited to:
 - i. Cycle of inquiry
 - ii. Classroom observations
 - iii. Peer observations with teachers
 - iv. Long-term and short-term planning

2) Professional Development (PD) and Collaboration

- Communicate with sites, departments and district office to ascertain professional development and coaching needs
- Attend Professional Development connected to District goals and to stay current with research-based best instructional practices
- Collaborate and meet with other coaches and district office personnel
- Train and facilitate, as needed, for DII and other district-identified best instructional practices
- Participate and/or co-facilitate in two/three subject area councils aligned to areas of expertise
- Support teachers through the evaluation process as requested

3) Data and Record Keeping

- Keep records and data of activities for review by PD Coordinator (observations, demos, PD, meetings, etc.)
- Assist in the administration of two/three benchmarks
- Assist teachers and departments in effective use of benchmark data to inform instruction