

JOB DESCRIPTION

Title: Academic Coach

Terms: 2018-2019 School Year – 210 days

Minimum Qualifications:

1. Professional Teaching Certificate with a Master's Degree in Curriculum and Instruction or related educational field
2. Have no fewer than five (5) years of successful teaching experience
3. Have thorough knowledge and understanding of the West Virginia College- and Career-Readiness Standards for assigned programmatic level
4. Have thorough knowledge and understanding of West Virginia Professional Teaching Standards to support high-quality instructional practices in all classrooms
5. Have thorough knowledge and understanding of the analysis of performance and assessment data, including West Virginia General Summative Assessments, interim assessments, STAR, and other formative and summative assessments, to facilitate meaningful interpretation and decision making to impact teaching and learning

Preferred Qualifications: Certification in Educational Administration

Immediate Supervisor: Building Principal

Job Summary: Provide high-quality information and research-based guidance to other instructional staff members and demonstrate effective teaching techniques in classrooms to improve teacher quality and student learning in Jefferson County Schools.

PERFORMANCE RESPONSIBILITIES

1. Work with principals and teachers to implement effective strategies based on exemplary practices.
2. Model and collaborate with teachers in implementing effective teaching and learning strategies for teachers and other instructional staff.
3. Team teach with teachers in demonstrating and modeling high-yield instructional practices, strategies, and resources.
4. Collaborate with grade-level and content-based teams to analyze data and plan effective curricular initiatives and interventions.
5. Provide consistent consultation regarding effective, research-based instructional strategies, curricula, and resources.
6. Meet with teachers and collaborative teams to facilitate lesson and unit planning.
7. Observe teachers for coaching and feedback on instructional practice and strategies.
8. Design and implement whole-group and job-embedded professional development related to content, pedagogy, and other educational topics as required.
9. Establish and maintain collaborative relationships with all stakeholders.
10. Perform other duties and responsibilities as assigned by building principal.