

MENDOTA UNIFIED SCHOOL DISTRICT

Position: Academic Coach
Department: Various School Sites
Reports To: Site Principal(s)

FLSA: Non-Exempt
Certificated

This job description is not intended to encompass all duties and responsibilities that may be assigned to or performed by an individual. The job description is intended only to identify the types of duties and responsibilities that can be performed by an individual assigned to this classification.

Primary Role:

To provide on-site(s), imbedded professional learning in data management, curriculum alignment, and effective instructional strategies for the purpose of improving student achievement

Essential Duties and Responsibilities:

- Leads efforts to vertically align curriculum, aligns curriculum standards with existing texts, align standards and rigor, and assist teachers in developing appropriate pacing of the curriculum
- Provide leadership in proven, effective instructional strategies through dialogue with teachers, book studies, lesson design protocols, model lessons, traditional professional learning opportunities, and action research
- Provides coaching support for new and struggling teachers in areas of need such as classroom management, classroom procedures and transitions, and lesson development
- Leads collaboration and walk-through initiatives
- Assists teachers in identifying and securing resources necessary to develop rigorous, engaging lessons
- Attends training, professional learning, and other district meetings as assigned including data sessions provided by the State and summer training provided by the district
- Participates in redelivery of professional learning and publicizing and supporting district initiatives as assigned
- Participates in district efforts to develop a vision for the coaching initiative each year, including action steps and performance measures
- Collects and provides data for the evaluation of the coaching initiative (e.g., work logs and journals) as required
- Performs other duties as assigned by the Assistant Director of Schools

Desired Qualifications:

- Demonstrate evidence of improving student achievement in the classroom
- Possess knowledge and use of effective instructional approaches, resources and technologies
- Demonstrate skill in analyzing and using data for instructional decision making
- Possess interpersonal, problem solving and organizational skills required to effectively facilitate coaching and staff development
- Demonstrate ability to design and implement high quality training
- Possess knowledge and skill using Common Core State Standards (CCSS), California State Standards and the California Standards for the Teaching Profession (CSTP)

License and Credential Requirements:

- A valid California K-12 teaching credential