

	Instructional Coach	Reports To:	Chief Academic Officer or Designee	
Department:	Teaching and Learning	Bargaining Unit:	<input type="checkbox"/> CSEA 860 <input type="checkbox"/> CSEA 27 <input checked="" type="checkbox"/> AEA	<input type="checkbox"/> Management <input type="checkbox"/> Confidential <input type="checkbox"/> Unrepresented
Hours:	Varies	No. of Work Days:	186	
FLSA Classification:	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non Exempt	Type:	<input type="checkbox"/> Reclassification <input type="checkbox"/> Update of job description <input checked="" type="checkbox"/> New job description	
Salary Schedule:	<input type="checkbox"/> Contract <input type="checkbox"/> Executive Cabinet <input type="checkbox"/> Administrative/Supervisory <input type="checkbox"/> Confidential		<input type="checkbox"/> Licensed <input type="checkbox"/> Unrepresented <input checked="" type="checkbox"/> AEA - Teacher <input type="checkbox"/> CSEA 27 – Range XX <input type="checkbox"/> CSEA 860	

DEFINITION

Under the supervision of the Chief Academic Officer or designee, the Instructional Coach works collaboratively with classroom teachers, site administration and leadership team to promote student achievement by identifying school-wide instructional strategies; providing model lessons to classroom teachers that include culturally responsive practices and support language development for students; observing lessons, giving constructive feedback and assisting teachers in collecting student achievement data; and using the data to modify instruction. Using student achievement data, the Instructional Coach will collaborate with the Instructional Leadership Team to identify staff development needs, plan, co-facilitate, and evaluate on-site staff development activities. The Coach does not play a role in teacher evaluation in any way.

ESSENTIAL FUNCTIONS

- Model lessons for classroom teachers using scientifically, research based, culturally responsive and linguistically appropriate instructional strategies.
- Provide specific and intentional coaching for supporting EL students.
- Working in partnership with classroom teachers, observe instruction and provide constructive feedback on ways to improve delivery methods.
- Assist classroom teachers in collecting, analyzing and using student achievement data to guide instruction.
- Schedule release time for classroom teachers and accompany them in conducting peer observations.
- Attend ILT, grade-level/department, and COST meetings.
- Support grade level/content department collaboration and cycles of inquiry.
- Assist grade-level/content department teams in developing short and long-term goals.
- Attend District ILT meetings for coaching

- Identify site staff development needs by using student achievement data.
- Plan, schedule, and co-facilitate site staff development activities aligned with district and site goals.
- Establish a system for evaluating the staff development activities.
- Share research articles addressing scientifically, research-based instructional strategies with site administration.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Content standards, effective instructional strategies, and assessment tools that drive instruction
- Scientifically, research-based, culturally and linguistically responsive instructional strategies
- Principles, methods, techniques, strategies and trends in effective staff development programs

Ability to:

- Communicate effectively
- Collaborate and apply interpersonal skills

Education and Experience:

- Minimum of five (5) years classroom experience.
- Experience working with adult learners.

Licenses and Certifications:

- Possession of a California Clear Teaching Credential
- Possession of an English Learner Authorization or equivalent

PHYSICAL DEMANDS

Frequency Key: None (N); Occasional - up to 25% of shift (O); Intermittently – up to 50% of shift (I); Frequently – up to 75% of shift (F).

Activity	Frequency		Activity	Frequency
Bend	I		Lift/carry 0-10 lbs	F
Twist	O		Lift/carry 11-25 lbs	I
Squat	I		Lift/carry 26-40 lbs	O
Kneel	I		Lift/carry 41-100 lbs	N
Climb	O		Stand	I
Reach above shoulder	I		Walk	I
Grip/Grasp	F		Sit	F
Extend/Flex Neck	O		Drive	O
Use Dominant Hand	F		Perform Repetitive Hand Motions	F
Use Non-Dominant Hand	O		Keyboarding/Mouse Work	F
Ability to See	F		Ability to Hear	F

ENVIRONMENTAL ELEMENTS

Employees primarily work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees occasionally work outdoors and are exposed to dust, fumes, allergens, vermin, parasites, or insects.

THE ALAMEDA UNIFIED SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER and, in compliance with federal and state laws, does not discriminate in any employment practice on the basis of age, ancestry, color, marital status, medical condition, national origin, political or union affiliation, physical or mental disability, race, religion, sexual orientation or sex.