



TEACHER

TEACHER (STUDENT SUCCESS COACH)

JOB DESCRIPTION

JOB TITLE: Teacher - Student Success Coach
REPORTS TO: Campus Principal
LOCATION: Assigned Building

FLSA STATUS: Exempt
PAY GRADE: TCH
DAYS: 188
JOB ID & DATE: TCH-42 | October, 2023

JOB PURPOSE SUMMARY

The Student Success Coach (Academic Coach), plays a pivotal role in enhancing the educational experience and outcomes of students. The primary focus of a Student Success Coach is to support, guide, and mentor students to help them achieve academic success and personal growth. The individual will actively support the school to ensure that a strong commitment to improving academic and social achievement of students is evident. This position functions to assist the principal in developing the skills and talents of staff and students through rigorous learning experiences, supportive relationships, and relevant real-life applications

REQUIREMENTS

Education Level Details

Bachelor's degree in Education.
Master's degree is preferred

License / Certification Required

Colorado teaching license with endorsements required
Special Education Endorsement preferred

Work Experience Required

2 years of teaching experience preferred

Other Skills and Abilities Required

Demonstrated knowledge of Math, Science, ELAR, or Social Sciences instructional strategies.
Knowledge of Tier II and Tier III intervention strategies
Strong communication and interpersonal skills.
Ability to create engaging and inclusive learning environments.
Experience working with diverse student populations and addressing their unique needs.
Knowledgeable of state curriculum standards
Bilingual preferred
Regular attendance is essential

EVALUATION

Performance will be evaluated annually in accordance with provision of the Board's policy on evaluation of professional personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

INSTRUCTIONAL STRATEGIES

- Develop and implement lesson plans that fulfill the requirements of the district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual students. Design instructional activities which enhance the objectives and which reflect an interdisciplinary/thematic approach to teaching.
- Plan and use appropriate instructional and learning strategies, activities, materials, equipment, and technology that reflect understanding of the learning styles and needs of students assigned and present subject matter according to guidelines established by the district, board policies, and administrative regulations.
- Conduct assessment of student learning styles and use results to plan instructional activities.
- Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
- Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
- Uses technology to strengthen the teaching/learning process
- Plan and assign work to instructional aide(s) and volunteer(s) and oversee completion.

CONTENT SPECIFIC

- Provides leadership in the area of academic, behavioral, and social-emotional prevention and intervention.
- Supports, mentors, and models best practice instructional strategies and techniques.
- Develops, conducts, and oversees professional learning related to and the implementation of instructional practices, Multi-tiered System of Supports (MTSS) and Restorative Approaches.
- Coordinates programs, workshops, special events, and meetings designed to inform, train, motivate, recognize, and engage parents/guardians. Assists the principal in developing strategies in alignment with the District's strategic plan.
- Develops and implements systems and structures to ensure every student has a supportive, positive, and meaningful relationship with an adult on campus.
- Assists the administrative team in leading staff in the development and implementation of building-level goals relating to cultural competency and student learning.
- Assist students in setting academic goals and developing a plan to achieve them.
- Identify students who may be at risk of falling behind academically and develop targeted intervention plans.
- Offer one-on-one support to students who require additional assistance in specific subjects or areas.

- Teach students effective study skills, time management, and organizational techniques.
- Help students improve their note-taking, test-taking, and problem-solving skills.
- Connect students with academic resources, such as tutoring, writing centers, or special education services.
- Assist students in navigating and accessing support services available on campus.
- Mentor students in setting and achieving personal and professional goals.
- Offer guidance on building self-confidence, communication skills, and interpersonal relationships.
- Regularly track students' academic progress and performance.
- Use data and assessments to assess student learning and make data-driven decisions to improve educational outcomes.
- Provide emotional support and crisis intervention for students facing personal or academic challenges.
- Refer students to counseling services or external resources as needed.
- Collaborate with faculty and staff to address students' individual needs.
- Communicate with parents and families to keep them informed of their child's progress and provide support and guidance for their involvement in their child's education.
- Collaborate with teachers and other educators to align support services with classroom instruction and curriculum.
- Share information on student needs and progress with classroom teachers.
- Maintain accurate records of student interactions, interventions, and progress.
- Prepare reports and documentation to support students' academic development and needs.

STUDENT GROWTH AND DEVELOPMENT

- Showcase the academic performance of students.
- Conduct ongoing assessment of student achievement through formal and informal testing.

CLASSROOM MANAGEMENT AND ORGANIZATION

- Create classroom environments conducive to learning and appropriate for the physical, social, and emotional development of students.

- Manage student behavior in accordance with the Student Code of Conduct / student handbook.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.

COMMUNICATIONS

- Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.

PROFESSIONAL GROWTH AND DEVELOPMENT

- Participate in staff development activities to improve job-related skills.
- Attend and participate in faculty meetings and serve on staff committees as required.

POLICY, REPORTS AND LAW

- Comply with policies established by federal and state law, State Board of Education rule, and local board policy.
- Comply with the Colorado Department of Education, district, and school regulations and policies for classroom teachers.
- Comply with all district and campus routines and regulations.
- Perform other duties as assigned by the building principal and the Superintendent of Schools.

BUDGET RESPONSIBILITIES

- Compile and maintain records of instructional materials and supplies.

PHYSICAL REQUIREMENTS/WORKING CONDITIONS

The physical demands, work environment factors and mental functions described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Physical Demands: While performing the duties of this job, the employee is occasionally required to stand, climb or balance, stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 40 pounds.

Work Environment: While performing the duties of this job, the employee will work primarily in a usual office or school environment including classrooms, cafeterias, hallways, playgrounds, gyms, and other spaces accessible to students. The Employee may be required to work from a remote location in the event of a district shut-down or other event.

Mental Functions: While performing the duties of this job, the employee is regularly required to communicate, compare, analyze, coordinate, instruct, evaluate, and use interpersonal skills. Occasionally required to compile, copy, compute and negotiate.

Employee Printed Name: _____ Employee ID Number: _____
Signature: _____ Date: _____