



Instructional Facilitator Appraisal

Instructional Facilitator Name: _____

Job Title: Instructional Facilitator

Content Area: _____

Reports To: Instructional Coordinator

Role and Purpose: The instructional Facilitator will assist teachers with differentiation of instruction to close achievement gaps for all students while working collaboratively with the instructional coordinators within curriculum and instruction. Responsibilities include providing professional development for initiatives, programs, and activities related to the curriculum content.

Explanation of the Scale

4 = Exceeds Expectations

Consistently delivers support that leads to measurable and sustained instructional improvement across multiple classrooms or grade levels. Demonstrates initiative and innovation beyond assigned responsibilities.

3 = Demonstrates Proficiency

Effectively meets all expectations of the Facilitator/Coach role. Provides regular, evidence-based support to teachers and collaborates successfully with campus leadership to improve instructional practices.

2 = Below Expectations

Inconsistently provides support or does not fully meet expectations in areas such as collaboration, communication, documentation, or professional learning. Improvement is needed in execution or impact.

1 = Unsatisfactory Performance

Fails to meet the basic expectations of the Facilitator/Coach role. Support is minimal, inconsistent, or ineffective, with no evidence of impact on instructional quality.

Instructional Coordinator & District Support

Instructional Coordinator & District Support	
<i>Tasks/Responsibilities</i>	<i>Score Indicator</i>
Provides ongoing support for curriculum implementation through research-based instructional practices, staff professional learning, and PLC/planning meetings.	
Demonstrates a thorough knowledge of TEKS, curriculum design, and subject matter.	

<i>Tasks/Responsibilities</i>	<i>Score Indicator</i>
Provides appropriate professional learning which supports content and pedagogy.	
Collaborates with content coordinators and district leadership on matters pertaining to curriculum, instruction, and assessment.	
Assists in the analysis of data to determine instructional needs	

Category Average Score: _____

Campus Instructional Support	
<i>Tasks/Responsibilities</i>	<i>Score Indicator</i>
Models lessons and co-teaches when appropriate.	
Researches and provides resources and support for teachers in the implementation of instructional strategies and classroom differentiation to ensure student success.	
Highly visible in dealing with instructional support.	
Participates in curriculum planning through grade-level/content/PLC meetings.	
Assists teachers in designing engaging lessons.	
Supports/coaches individuals and teams to identify strengths, areas of potential growth, and steps to take in improving instructional practices.	

Category Average Score: _____

Professional Ethics	
<i>Tasks/Responsibilities</i>	<i>Score Indicator</i>
Adheres to district policies and regulations.	
Develops and maintains a confidential, collegial relationship with teachers, campus support staff, and campus administration.	
Maintains good attendance; when absent, complies with required notification procedures.	
Compiles and maintains all reports and other documents required.	
Remains current in curriculum and instruction development.	
Demonstrates commitment to professional growth by learning about new instructional strategies that impact student achievement (workshops, conferences, networking, etc.)	

Category Average Score: _____

Overall Score: _____

Comments:

This appraisal instrument is intended to describe the general role and responsibility assigned to this job and is not intended to represent an exhaustive list of all responsibilities, duties and skills required.

Signature of Appraiser

Signature of Instructional Facilitator

Date of Conference: _____