

RUMSON-FAIR HAVEN REGIONAL HIGH SCHOOL 74 RIDGE ROAD RUMSON, NEW JERSEY 07760

Instructional Coach

QUALIFICATIONS:

1. Appointment in the District as a Classroom Teacher for the current school year
2. At least 4 years' experience working as a Classroom Teacher in the District
3. Demonstrated experience leading collaborative efforts with colleagues in the District

REPORTS TO: Director of Curriculum and Instruction

PRIMARY FUNCTION: The primary function is to serve the teachers of RFH by providing job-embedded professional support through coaching, modeling, planning, and presenting. The position requires the staff member to work with other staff members assigned to this position, and together, as a team, collaborate with department supervisors and the Director of Curriculum and Instruction to provide the District's teaching staff members with support in the areas of student-centered pedagogy, current and research-based best practices for fostering engagement, collaboration, and critical thinking in the classroom and other areas of professional need. Instructional Coach Responsibilities will make up 2/5's of the staff member's workday. The other 3/5's of the staff member's workday shall fall under the staff member's annual appointment in the position of "Classroom Teacher" (as per the District's corresponding job description for the position of "Classroom Teacher").

RESPONSIBILITIES

1. Regular and consistent professional collaboration, research, networking, and leadership during the school day and at contracted full staff meeting times which will include:
 - collaboration with all teaching staff by sharing resources, visiting classrooms, coaching to improve instruction, collaborating on lesson plans/assignments/assessments, and modeling and co-teaching lessons;
 - facilitating, during the workday, professional learning during faculty meetings, department meetings, and staff professional development times and days as needed and helping implement district initiatives regarding instruction;
 - facilitating professional learning and growth by working with mentors, new teachers, and other non-tenured staff; and
 - fostering a collaborative culture to support educator development and student learning.
2. Organization of, planning for, and facilitation of mentor/buddy training during the opening professional development days of the school year.
3. Quarterly training/meeting/updates with the Director of Curriculum and Instruction.
4. Work with department supervisors and administrators to support collaborative team structures, including professional learning communities, and promote an environment of trust, respect, and collegiality to advance continuous improvement in instruction and student learning.
5. Other tasks related to improving the teaching and learning at RFH as necessary and as directed by the Director of Curriculum.

6. Summer/After-School responsibilities: organization of, planning for, and facilitation of summer staff professional development (in July and/or August), summer New Staff Member Orientation (in August annually), and a minimum of eight new staff meetings held after school hours from September – June.

TERMS OF EMPLOYMENT: Ten-month school year plus the summer months preceding the school year, and after school during the ten-month school year. Annual salary for this position shall be in accordance with the Collective Bargaining Agreement (CBA) between the Board and the Rumson-Fair Haven Regional School Employees Association (See District job description for “Classroom Teacher”). The summer and after-school responsibilities shall be compensated separately, and such amount shall be in addition to the staff member’s annual salary, and paid in the form of a stipend, as per the CBA.

EVALUATION: Performance in this position will be evaluated in accordance New Jersey law, and with provisions of Board adopted policies concerning staff evaluations. The responsibilities associated with Instructional Coach will be evaluated annually by the Director of Curriculum and Instruction. The PDP for the staff member in this position will include SGOs that pertain to the staff member’s position of “Classroom Teacher” (see separate District job description). The PDP should also reflect and align with the staff member’s instructional coach responsibilities.

APPROVED: March 12, 2024