

Job Title: Campus Teaching Coach District**Wage/Hour Status:** Exempt**Reports to:** Principal**Pay Grade:** TBA**Dept/School:** Campus**Date Revised:** April 15, 2024**Primary Purpose**

Support district-wide learning and best practices. Act as campus instructional specialist to assist teachers in improving instruction in the classroom to include directly working with students. Work in conjunction with district departments to improve academic achievement through active learning strategies. Serve as a lead teacher, training, planning, implementing, and assessing supplemental educational programs relevant to the needs of all students, particularly in the areas of math, science or reading language arts and social studies.

Qualifications**Education/Certification**

Bachelor's Degree
Valid Texas Teaching Certificate

Special Knowledge/Skills

- In-depth knowledge of subject-specific processes, instructional best practices, assessment, and instruction.
- In-depth knowledge in working with all student populations including At-Risk, emergent bilinguals, special education, gifted & talented, homeless, and migrant
- Demonstrated instructional leadership ability in working with administrators, teachers, students, parents, and the public
- Demonstrated ability to obtain, disaggregate, and analyze data and develop strategies to target areas of need, close performance gaps, and improve academic achievement
- Demonstrated ability in communication, organizational, presentation, curriculum writing, and implementation skills
- In-depth knowledge of curriculum and formative assessment tools and processes to monitor and gauge student improvement
- Ability to manage and prioritize time wisely and effectively

Experience

Three (3) years teaching experience

Major Responsibilities and Duties**Instructional and Program Management**

1. Provide comprehensive teacher support for student instruction through active participation and collaboration with all district departments.
2. Provide coaching to teachers utilizing effective coaching models and strategies to foster teacher growth.
3. Provide academic support and instruction to all student populations including At-Risk, emergent bilinguals, special education, gifted & talented, homeless, and migrant, to improve academic success.
4. Serve as a resource for the Campus Improvement Team (CIT) to inform and set instructional goals and plan campus instructional initiatives to meet the current district strategic blueprint.
5. Provide support to the campus leadership team in obtaining and analyzing data to identify areas of need.
6. Assist the campus leadership team in creating, implementing, and evaluating the campus staff development plan.
7. Serve as a resource for supporting teachers in their implementation of quality tiered for students.
8. Serve as a resource for formative assessment to guide instruction.
9. Serve as a mentor for novice and veteran teachers, to support student learning and academic performance by modeling lessons.
10. Provide support and professional development in the collection and analysis of student data to guide instructional decisions that improve student outcomes.

11. Plan and deliver personalized and sustained professional development for various teachers (e.g., 1:1, small group, and large group)
12. Collaborate with other district Campus Teaching Coaches (CTC) to share resources, support one another, and serve as a mentor.
13. Assist with facilitating future-ready learning and technology integration by building capacity to effectively use devices for instruction.
14. Attend district Professional Learning Communities (PLCs) and other mandatory staff development.
15. Collaborate and provide support for teachers with:
 - Implementing effective PLC’s
 - Internalizing curriculum resources to develop standard base aligned lessons
 - Vertical and horizontal alignment at the campus and district level.
 - Reaching EPISD Student Learning Goals
 - Providing flexible learning environments
 - Creating personalized learning experiences for all students
 - Designing lessons that make rich interdisciplinary/cross-curricular connections
 - Implementing digital learning experiences
16. Support and encourage teacher sharing of exemplary practices, lessons, assessments, and teacher leadership.
17. Assist with assessment, monitoring, and maintenance of resources and material.

School/Community Relationships

18. Interact and provide information to the community regarding student academic programs that support all student populations
19. Act as a campus and parent liaison to communicate high expectations of student performance.
20. Participate in student, teacher, and parent conferences, as needed, regarding student progress, concerns, and programs.

Professional Growth and Development

21. Establish ongoing goals for professional learning to remain current in innovative and effective practices.
22. Actively participate in professional learning opportunities to positively enhance teaching and learning.
23. Perform other duties as assigned by supervisor.

Physical and Mental Job Requirements

Mental Demands/Physical Demands/Environmental Factors

Maintain emotional control under stress; occasional prolonged and irregular hours; frequent local, District and state travel.

Terms of Employment

197 days; salary to be established by the Board of Trustees

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved: _____
Job Title: _____
Date: _____

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I have read and understand the contents of this job description. I acknowledge that my performance evaluation will be based on stated duties/responsibilities. I am also aware that my position is funded with external funds (State Compensatory Education or federal) and my job duties/responsibilities must comply with the respective Program requirements.

Employee Signature: _____ *Date:* _____

I hereby certify the above information to be true and correct. The employee will be supervised to ensure that work performed by the individual listed above is compliant with respective Program requirements.

Supervisor Signature: _____ *Date:* _____

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El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, Rosa Ramos at 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas a Kelly Ball al 230-2856.