

## **Job Description**

**Job Title:** Teacher Coach  
**Position Code:**  
**Job Classification:** Exempt

**Supervisor:** Program Administrator of Employee Expertise  
**Pay Grade:** Lead Teacher Pay Scale  
**Contract Length:** 202 Days

### **Job Summary**

Position is responsible for supporting the professional growth and development of brand new, new to grade level, and new to NNPS upper elementary teachers to facilitate learning and independent application of effective instructional practices. Position works with the Program Administrator of Employee Expertise to implement the division's coaching model across elementary schools. Position provides job-embedded support through planning, modeling, co-teaching, conducting classroom visits, analyzing data, and offering collegial and actionable feedback. Position plans and conducts professional development based on assessed division and/or teacher needs. Position works in collaboration with the curriculum department to coordinate professional growth and development of teachers.

### **Essential Duties**

- Assesses the individual and collective needs of teachers at assigned schools.
- Creates a comprehensive and systematic plan to support the professional growth of teachers.
- Models effective instructional techniques and strategies that engage learners.
- Provides differentiated coaching assistance through co-planning, modeling, co-teaching, and observing to deliver timely and appropriate feedback.
- Structures coaching work using a gradual release model to ensure independent ownership and attainment of co-developed goals.
- Works collaboratively to help teachers analyze data and plan targeted and appropriate lessons.
- Develops individualized plans to support teacher sustainment of goals.
- Assists with writing exemplary lesson plans to serve as a model.
- Provides support in the areas of classroom motivation and management to help teachers establish orderly learning environments.
- Plans and conducts high quality professional development activities in response to assessed needs.
- Works positively toward meeting identified district and building goals.
- Supports teachers in the development and implementation of professional growth plans.

### **Other Duties**

Attends staff development programs, teacher coach and lead teacher meetings, and other professional development activities. Keeps abreast of developments, research, and new technology in the field. Performs any other related duties as assigned by appropriate supervisor.

### **Minimum Qualifications (Knowledge, Skills and/or Abilities Required)**

Must possess a Bachelor's degree and be eligible for a Virginia teaching license (Master's degree preferred). **Must have completed a minimum of five years of exemplary teaching experience at the elementary level with recent and successful experience in upper elementary grades.** Must possess knowledge of effective instructional delivery techniques and research-based best practices with the ability to guide and develop teachers in these areas. Must possess in-depth knowledge of the developmental needs of students. Must possess excellent oral and written communication skills. Must possess the ability to establish and maintain professional relationships with school colleagues, administrators, and students.

**Supervision Exercised:** None

**Supervision Received:** Program Administrator of Employee Expertise

**Targeted Date of Employment:** 2016-2017 school year