**JOB DESCRIPTION FOR: Instructional Coach**

**REPORTS TO:** Assistant Superintendent for Student Learning

**QUALIFICATIONS:**

As established by the Board of Education.

**GENERAL RESPONSIBILITIES:**

To provide leadership in the on-going development, implementation, and coordination of the district’s instructional program (K-12).

**DUTIES:**

1. Work collaboratively with the Assistant Superintendent of Student Learning to support instructional goals in relation to school and district improvement plans.
2. Provide job-embedded coaching for teachers focused on the effective teaching characteristics outlined in the Professional Growth and Effectiveness System.
3. Plan and implement programs that support new teachers: mentoring, new teacher cadre, etc. Provide coaching support for new teachers.
4. Provide leadership for the development and implementation of school-wide behavior systems. Actively support efforts to accomplish the goals developed by each school.
5. Provide job-embedded coaching to building level administrators as they enhance the development of their leadership skills. Support programs developed to enable successful ongoing professional performance for building administrators.
6. Support the implementation of Professional Learning Community (PLC) data analysis processes. Provide any coaching needed to accomplish this task.
7. Performs other instructional duties as designated by the Assistant Superintendent for Student Learning.

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APPROVED BY: ELIZABETHTOWN BOARD OF EDUCATION May 20, 2013

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