

BHS Instructional/Curriculum Coach

The Instructional/Curriculum Coach will serve as a collaborative member of the leadership team and will be committed to continuous improvement through the development of sustainable systems to ensure the mission and vision of the district are reached.

PERFORMANCE RESPONSIBILITIES:

1. Provide support for curriculum and instruction to BHS by consulting with teachers, locating materials, connecting teachers with curriculum support, and informing teachers of staff development opportunities.
2. Provide formal and informal professional development to other educators and administrators
3. Analyze and interpret curriculum-based data to improve student outcomes and overall program effectiveness.
4. Assist the principal and district leadership to:
 - a. Collect and complete required reports on programs and services for students.
 - b. Support teachers in administering and interpreting assessments
 - c. Analyze student test data
 - d. Review and recommend educational materials
 - e. Observe work of teaching staff to evaluate performance, and to recommend changes that could strengthen teaching skills
 - f. Recommend teaching techniques and the use of different or new technologies
 - g. Develop procedures for teachers to implement curriculum
 - h. Train teachers and other instructional staff in new content or programs
 - i. Mentor or coach teachers to improve their skills
5. Participate in activities which lead to continued professional growth including general education professional development.
6. Use electronic programs to manage data and information.
7. Demonstrate competency with soft skills and interpersonal relationships
8. Performs other duties or assumes additional responsibilities as requested by Principal, the Superintendent and/or Chief Academic Officer