



NEW: Revised: Submitted:
 07/20/2022 07/19/222
 01/14/2020 01/14/2020

JOB TITLE:	COACH RESIDENCY
DIVISION	DIVERSITY, EQUITY, POVERTY
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	195-DAYS AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4774
BARGAINING UNIT:	CERT

SCOPE OF RESPONSIBILITIES

The Coach Residency is primarily responsible for coaching and supporting a residency cohort of 10 future teachers, along with their experienced mentor teachers.
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PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
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| Develops and delivers structured, high-quality professional development to residents and mentors |
| Uses a repertoire of strategies for adult learners including real-time, side-by-side classroom coaching, co-planning and co-teaching of lessons, modeling of best practice strategies, analysis of student work, and classroom observation and feedback to improve teacher practices |
| Monitors resident growth and development using Danielson’s Framework for Teaching, JCPS Six Essential Systems, the Teacher Residency Expectations Matrix, Culturally Responsive Teaching, Equity Score Card, and Racial Equity Policy |
| Participates in the resident selection process for the upcoming school year, including Selection Saturdays |
| Participates in projects with contracted partner and collaborating university partner to foster and enhance alignment between the residency and Master’s degree program |
| Demonstrates proficient use of Google Tools, including Google Calendar and Drive applications including Docs, Sheets, Slides, and Forms |
| Conducts classroom observations and provides actionable and manageable feedback to accelerate teacher development |
| Maintains accurate, complete and correct records as required by state and federal statute, administrative regulation and District policy |
| Participates in mandatory professional learning sessions and upgrades skills appropriate to assignments |
| Completes all trainings and other compliance requirements as assignment by the designated deadline |
| Performs other duties as assigned by supervisor |

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push, or pull light weights.
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MINIMUM QUALIFICATIONS

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| Master’s degree or above, in an education-related field |
| Kentucky teaching certificate and at least four years of successful teaching experience |
| Experience working in high-needs, urban schools |

Effective communication skills
DESIRABLE QUALIFICATIONS
Demonstrated leadership ability
Demonstrated ability to write distinctly and to organize data
Experience in a diverse workplace



Revised: 07/20/2022
Submitted: 07/19/222

JOB TITLE:	COACH RESIDENCY
DIVISION	DIVERSITY, EQUITY, POVERTY
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4774
BARGAINING UNIT:	CERT

SCOPE OF RESPONSIBILITIES

The Coach Residency is primarily responsible for coaching and supporting a residency cohort of 10 future teachers, along with their experienced mentor teachers.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Develops and delivers structured, high-quality professional development to residents and mentors
- Uses a repertoire of strategies for adult learners including real-time, side-by-side classroom coaching, co-planning and co-teaching of lessons, modeling of best practice strategies, analysis of student work, and classroom observation and feedback to improve teacher practices
- Monitors resident growth and development using Danielson's Framework for Teaching, JCPS Six Essential Systems, the Teacher Residency Expectations Matrix, Culturally Responsive Teaching, Equity Score Card, and Racial Equity Policy
- Participates in the resident selection process for the upcoming school year, including Selection Saturdays
- Participates in projects with contracted partner and collaborating university partner to foster and enhance alignment between the residency and Master's degree program
- Demonstrates proficient use of Google Tools, including Google Calendar and Drive applications including Docs, Sheets, Slides, and Forms
- Conducts classroom observations and provides actionable and manageable feedback to accelerate teacher development
- Maintains accurate, complete and correct records as required by state and federal statute, administrative regulation and District policy
- Participates in mandatory professional learning sessions and upgrades skills appropriate to assignments
- Completes all trainings and other compliance requirements as assignment by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push, or pull light weights.

MINIMUM QUALIFICATIONS

- Master's degree or above, in an education-related field
- Kentucky teaching certificate and at least four years of successful teaching experience
- Experience working in high-needs, urban schools
- Effective communication skills

DESIRABLE QUALIFICATIONS

Demonstrated leadership ability

Demonstrated ability to write distinctly and to organize data

Experience in a diverse workplace



NEW: Submitted:
07/20/2022 07/19/2022

JOB TITLE:	DIRECTOR LOUISVILLE TEACHER RESIDENCY
DIVISION	DIVERSITY, EQUITY, AND POVERTY
SALARY SCHEDULE/GRADE:	IV, GRADE 12
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Organizes, plans, directs, and supports the District's Louisville Teacher Residency program and coordinates the professional learning opportunities for system-wide improvement. This position collaborates with other departments to plan, implement, and monitor the effectiveness of professional learning sessions.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Coordinates the Louisville Teacher Residency program designed to increase teacher capacity in high-need schools to improve student learning outcomes

Collaborates with university partners to foster and enhance alignment between the residency and the master's degree program

Integrates policy, formulates, and recommends program goals and objectives as appropriate

Works effectively and collaboratively with colleagues in the Diversity, Equity and Poverty department (DEP) and other departments to achieve desired program results

Stays abreast of the current research on teacher development a professional learning for recruiting, preparing, and retaining teachers

Collaborates with external partners to ensure program goals are met

Implements strategies for adult learners including real-time, side-by-side classroom coaching, co-planning/co-teaching of lessons, modeling of best practice strategies, analysis of student work, and classroom observation and feedback to improve teacher practices

Monitors and tracks the progress of the Louisville Teacher Residency program

Maintains accurate complete and correct record keeping as required by law, District policy, and administrative regulation

Conducts classroom observations and provides actionable and manageable feedback to accelerate teacher development

Provides effective leadership in planning and implementing LTR that align to state teaching standards

Completes all trainings and other compliance requirements as assigned and by the designated deadline

PHYSICAL DEMANDS

The work is primarily sedentary. The work at times requires bending, squatting, crawling, climbing, reaching with the ability to lift, carry, push, or pull light weights. The work requires the use of hands for simple grasping and fine manipulations. The work requires activities involving being around moving machinery, driving automotive equipment, exposure to marked changes in temperature and humidity and exposure to dust, fumes, and gases. The work requires the use of feet for repetitive movements.

MINIMUM QUALIFICATIONS

Kentucky Professional Certification in Administration and/or Supervision

Bachelor's Degree
Three (3) years of experience in area of assignment
Successful leadership experience
Effective communication skills
DESIRABLE QUALIFICATIONS
Experience in a diverse workplace



NEW: Submitted:
07/20/2022 07/19/2022

JOB TITLE:	ASSOCIATE LOUISVILLE TEACHER RESIDENCY
DIVISION	DIVERSITY, EQUITY, AND POVERTY
SALARY SCHEDULE/GRADE:	II, GRADE 8
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CLAS

SCOPE OF RESPONSIBILITIES

Provides technical assistance for the Louisville Teacher Residency (LTR) program. Recruits and trains participants for the program and provides operational oversight of the program in support of the program director.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Implements, and monitors the strategies, strategic initiatives, and key tactics needed to achieve the Louisville Teacher Residency recruitment goals

Assists in recruiting participants to achieve the recruitment goals in terms of class size, quality, and timeliness

Collaborates with internal teams to develop cost effective LTR branding initiatives and strategies

Cultivates contracts with JCPS Career Academies, local colleges and universities, businesses, community organizations, and faith-based organizations to develop and maintain a strong pool of diverse candidates reflective of the goals of the District

Monitors local, state, and national supply and demand data related to positions and needs of the district

Coordinates and attends job fairs and college/career fairs requiring in-state and out-of-state travel during peak recruiting seasons

Manages relationships with vendors, such as LinkedIn, Slate, and staffing agencies

Engages stakeholders (including District employees) in recruitment and retention initiatives

Collects and analyzes data from multiple sources to evaluate effectiveness of recruitment and retention initiatives

Works collaboratively with colleagues in Diversity, Equity and Poverty (DEP) and other departments to achieve desired results

Monitors and guides applicants through the Louisville Teacher Residency (LTR) application process

Plans and coordinates Louisville Teacher Residency (LTR) program events, interviews, and conducts administrative duties required to maintain program benchmarks and departmental objectives

Completes all trainings and other compliance requirements as assigned and by the designated deadline

PHYSICAL DEMANDS

The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching with the ability to lift, carry, push or pull light weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS

Bachelor's Degree

Three (3) years of successful experience in area of assignment

Successful leadership experience
Effective communication skills
DESIRABLE QUALIFICATIONS
Master's degree
Kentucky Professional Certification in Administration and/or Supervision
Experience in a diverse workplace