



JOB TITLE	New Teacher Support Coach
REPORTS TO	Director of Personnel
SALARY SCHEDULE/GRADE	Certified
CONTRACTED DAYS AND/OR HOURS	Up to 100 Days
JOB CLASS CODE	4390
POSITION CLASSIFICATION	Certified
DATE APPROVED	

QUALIFICATIONS

Masters degree or equivalent, preferably in Instructional Coaching/Leadership

POSITION SUMMARY

This position will serve as a specialized instructional coach for new teachers, particularly those new to the profession and will support the EIS Human Resource department in recruiting and retention services.

PERFORMANCE RESPONSIBILITIES

Identify, collaborate, and mentor regularly with all new teachers to the profession and within Elizabethtown Independent Schools (EIS), especially those in their first 3 years, through a districtwide coaching model;

Communicate and works with district and school administration to ensure appropriate supports are provided and to monitor progress toward goals;

Lead and support Elizabethtown Teacher Induction Program (ETIP) for new teachers to the profession;

Lead and support the New Teacher Cadre for new teachers to EIS;

Support the EIS Human Resources team with recruitment fairs through local colleges and universities;

Support the EIS Human Resources team in connecting with and placing practicum and student teachers as part of the teacher recruitment strategy;

Demonstrate a commitment to professional growth;

Demonstrate effective interpersonal and communication skills;

Demonstrate punctuality and regular attendance;

Adhere to the Professional Code of Ethics for Kentucky Certified Personnel 16 KAR 1:020;

Perform other duties as assigned by Superintendent or designee.

PHYSICAL DEMANDS

	SELDOM/RARE	OCCASIONAL (UP TO 1/3 OF WORK DAY)	FREQUENT (1/3 TO 2/3 OF WORK DAY)	FREQUENT (2/3 OF WORK DAY)
Standing/Walking	☐	☐	☒	☐
Sitting	☐	☐	☒	☐
Handle/Finger/Feel	☒	☐	☐	☐
Reach/Push/Pull	☒	☐	☐	☐
Bend/Stoop/Crouch	☒	☐	☐	☐
Kneel/Crawl	☒	☐	☐	☐
Climb/Balance	☒	☐	☐	☐
Lift/Carry (check weight and frequency)				
Up to 10 lbs.	☐	☒	☐	☐
Up to 20 lbs.	☒	☐	☐	☐
Up to 50 lbs.	☒	☐	☐	☐
Up to 100 lbs.	☒	☐	☐	☐
Over 100 lbs.	☒	☐	☐	☐