

Posting

Delavan-Darien School District Teaching Position

Posting Date: **July 13, 2020**

Position: **Instructional Math Coach**

School: **District**

Starting Date: **August 2020**

Completed application materials MUST include the following:

1. Letter of application
2. *Application for Employment*
3. Transcript(s)
4. Credentials (including references)

and are due by: **Until Filled**

Send to: Send application materials to: Mrs. Sheryl Anderson at 324 Beloit St., Delavan, WI 53115 or by email to sanderson@ddschoools.org OR Submit your application materials using the WECAN system at the following web address: <http://services.education.wisc.edu/wecan>. (Review of materials and/or interviews may begin upon receipt of COMPLETE application packets.)

Job Description: Delavan-Darien School District is looking to hire an Instructional Math Coach. The successful candidate must be an excellent communicator with students and collaborate well with colleagues. A candidate for this position should have a genuine interest in improving student achievement and contribute to the overall educational environment of our school. He or she should display a continuous professional commitment to reflect on, and improve, his or her instructional practices. Faculty work collaboratively to improve student achievement, by developing common outcomes and assessments, establishing measurable standards, analyzing results and identifying improvement strategies. Must possess impeccable morals/ethics, exhibit courtesy and respect for everyone and provide for accountability. Teamwork, humor and great interpersonal relation skills are essential. The candidate should have or be able to obtain a State of Wisconsin License. Instructional coaching certificate and/or bilingual in Spanish are a plus.

The Delavan-Darien School District does not discriminate in employment on the basis of race, color, age, national origin, religion, sex or handicap.

Job Description

Position Title: Instructional Coach	Department: Instructional Services
Classification: Certified	FLSA: Exempt
Reports To: Director of Instruction	Adopted: July 2020

GENERAL FUNCTION

Instructional Coaches are professionals whose goal is to improve student achievement by supporting and coaching staff. Responsibilities include teaching, coaching, assessing, and leading instructional programs. Instructional coaches serve as a resource for teachers, administrators and the community. They provide professional development based on historical and current literature and research. They work collaboratively with other professionals to build and implement instructional programs for individuals and groups of students and serve as advocates for all students. Instructional coaches also have the responsibility for collaboratively developing, leading, and evaluating the instructional programming in the district, under the direction of the Instructional Services Department and Building Leadership.

DUTIES AND RESPONSIBILITIES

A. Instruction

- Assist teachers with planning and pacing of lessons, the development of differentiated lessons, and the selection of best practices to meet the needs of their students, through a coaching cycle.
- Model & Co-teach lessons in classrooms on a regular basis (daily/weekly).
- Assist teachers with resources, materials, tools, information, etc. to support classroom instruction and planning, including new resources.
- Support teachers by helping with pedagogy (the strategic how of teaching).
- Share multiple instructional strategies/processes with teachers during planning times.

B. Assessment

- Help select, develop, administer and interpret student assessments.
- Use assessment information to plan and instruct collaboratively with staff.
- Assist teacher professional learning communities (PLC's) align learning targets and standards with collaboratively developed common assessments.
- Support teachers and administrators in using data to improve instruction on all levels.

C. Leadership

- Support the instructional development of all teachers in understanding the standards of their curriculum and varied assessments, the Framework for Teaching, and data analysis.
- Design, facilitate, lead, and evaluate effective and differentiated professional development opportunities.
- Provide direction and coordination to staff for how the curriculum is taught consistent with District initiatives and recognized best instructional practices.
- Provide support to collaborative teams within the buildings.
- Informally observe (non-evaluative) lessons and provide feedback for a teacher's professional growth and students' success through coaching cycles.
- Support learning by planning and collaborating with individual teachers and teams, supporting classroom instruction, and providing specialized support to help develop individual goals to improve instruction.

- Develop positive collaborative relationships with teachers to effectively identify issues or needs, set goals, solve problems, and provide support.

D. General

- Collaborate with Director of Instruction and staff on the selection of instructional materials
- Maintain student and student record confidentiality to the extent possible.
- Create an articulated coaching schedule with building administration.
- Develop coaching plans for/with teachers to ensure student achievement.
- Submit a coaching log and pertinent data requests/coaching documentation.
- Attend and facilitate relevant summer professional development sessions.
- This position will require some summer work that will be compensated by adding extended contract days or instructional pay.
- Maintain complete and accurate records as required by district policy and administrative regulation.
- Attend all building, faculty, department, and student/parent meetings.
- Serve on district leadership committees, as requested.
- Stay abreast of district news through staff bulletins, email messages, etc.
- Follow district and school policies, guidelines, administrative regulations, and the employee handbook.

KNOWLEDGE, SKILLS AND ABILITIES

Must possess an excellent understanding of instructional program development and know a variety of ways to teach effectively, when to use each method, and how to combine methods into an effective instructional program. Possess a good understanding of and use different types of assessments and know their purposes, strengths and limitations. Because new strategies and techniques are developed and refined over time, instructional coaches must view themselves as lifelong learners and continually improve their practices based on the most current research.

CERTIFICATION

Must be a certified teacher with a minimum 5 years experience teaching, with a record of successfully impacting student achievement and working successfully with students and adults. An instructional coaching certificate and/or 317 license is encouraged. Must have relevant training or experiences in instructional methods, instructional coaching, or leadership.

WORK ENVIRONMENT

Noise level in the work environment is moderate to loud. Duties are performed indoors and occasionally outdoors. Duties as assigned may include travel between buildings and a driver's license may be required for some assignments.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is required to stand, talk, hear, walk and sit. While performing the duties of this job, the employee may occasionally push or lift up to 50 lbs. such as boxes of books, and mobile computer lab carts. The employee is directly responsible for safety, well-being or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus, as well as far vision such as to supervise students. The position requires

the individual to meet multiple demands from several people and interact with the public and other staff. The job will require occasional balancing, stooping and kneeling; bending at the neck and at the waist is frequently required; the use of the fingers and hands to grasp and feel small objects is also frequently required. The ability to talk, hear and express and understand ideas and thoughts are constantly required.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122.01 throughout his/her employment in the District.

The Delavan-Darien School District is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.