Position: Curriculum Coach

Department: Educational Services

Reports To: Content Coordinator

SUMMARY

The Curriculum Coach supports student learning in specific content areas. The Curriculum Coach is responsible to bring evidence-based instructional practices into the classroom by working with teachers and other school leaders. The Curriculum Coach must have the skills to coach and mentor other teachers.

NATURE AND SCOPE

Under the supervision of the Content Coordinator, the Curriculum Coach provides direct support to build the content knowledge and pedagogical skills of classroom teachers.

ESSENTIAL TYPES OF DUTIES: (Duties may include but are not limited to the following)

- In small group and one-on-one settings, model standards-based instructional practices, strategies, and routines; co-develop and co-teach standards-based lessons and units; facilitate instructional cycles around routines and management; conduct classroom observations and provide feedback to teachers.

- With grade level teams and departments, develop units of study; facilitate the Lesson Study Process; coordinate peer observations; and assist teachers in using data to modify instruction and plan learning goals.

- Help plan and facilitate whole staff professional development; provide guidance in the implementation of standards and framework; help create opportunities for teachers to collaborate across grade levels and sites.

- Help plan and facilitate various professional development activities at the district level, such as SBC Days.

- Support classroom teachers and site administrators to analyze interim assessments and use the data to plan for instruction.

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• Help design and develop instructional resources such as curriculum maps, unit guides and curricular assessments.

• Attend ongoing professional development to increase capacity to coach]

• Performs related duties as assigned.

QUALIFICATIONS

Knowledge and Skills: Requires solid professional knowledge of content standards and instructional pedagogy; knowledge of issues related to access and achievement, and successful experience working with underserved student populations.

Skill in designing professional development activities, conducting meetings and presentations, facilitating group activities; researching, interpreting, analyzing, reporting, and utilizing data and evaluating processes and resources; utilizing multi-media to integrate technology into the classroom and Lesson Study processes; operating a computer and accessing Internet resources;

Knowledge of professional development theory, effective instructional practices Common Core Content Standards, and educational issues and trends; practices and trends related to the integration of technology into instruction;

Communicate effectively orally and in written form; manage time and tasks; model norms of behavior that reflect high expectations for colleagues and students; work flexible hours on occasion.

Abilities: Must be able to perform all of the relevant duties of the position with minimal supervision.

Physical Abilities: Position involves standing; walking; stooping, occasional carrying and lifting of lightweight materials (up to 20 pounds). Requires visual acuity and depth perception to reorganize words and numbers, and hand and finger dexterity and hand/eye coordination to use a computer keyboard and common office equipment. Requires speaking and hearing ability sufficient to hear over a phone and carry on conversations with individuals and groups.

Minimum Qualifications (Education and/or Experience): This is the minimum experience and education/training standards which will be used to admit or reject applicants for examination as approved

ReQUIRES a California Clear Multiple or Single Subject teaching credential. Strong content knowledge of mathematics and/or literacy development and the ability to apply it to teaching and learning. Requires experience coaching or mentoring teachers, facilitating groups, collaborative planning, and conducting professional development.

CLAD/BCLAD certification.

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