

Job Title:	Student Achievement Teacher	Reports to:	Principal / Director of C&I
FLSA status:	Exempt	Supervisor duties:	none
Classification:	Certified	Approved on:	10/13/2020
Position Summary:	This position is responsible for on-site professional developers who assist teachers in learning and incorporating into instruction, researched-based best practices, common core standards, and interventions based on data. Instructional coaches develop a partner-based relationship with teachers with the ultimate goal of improvement in student learning outcomes.		

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Meets regularly with administrators and teachers to identify specific curriculum, instruction and assessment training needs of the schools in literacy and math.
- Serves as a coach to individual and teams of teachers to determine intervention needs in literacy and math
- Assists in the formal coaching of effective teaching strategies with identified teachers.
- Assists teachers at their request in organizing classrooms for effective literacy and math instruction.
- Assists with the implementation of “best practice” strategies in literacy and math.
- Models instruction that connects curriculum and assessment practices in classrooms.
- Maintains open-communication with assigned teachers and principals.
- Meets with teachers to interpret and help implement the district’s curriculum.
- Collaborates with teachers and assists with implementing teaching practices which parallel with academic expectations and Core Content / Beyond Textbooks framework.
- Assists in the preparation and implementation of universal screening in reading and math as well as benchmarking and probing students as part of progress monitoring (RTI/MTSS).
- Assists teachers with analysis of reading, writing, and math assessment results.
- Meet with PLCs weekly, in accordance with the PUSD Professional Learning Plan, to monitor student achievement and/or facilitate protocols
- Coordinate implementation of DMS(Daily Math Skills) including data collection and reporting
- Serve as the on-site testing coordinator to facilitate the administration of AzM2, benchmark assessments, formative assessments, common formative assessments and diagnostic screeners
- Assists in the construction and evaluation of classroom literacy and math testing instruments.
- Serves as a consultant in the selection of instructional supplies, equipment, and books related to literacy and math.
- Assists in the planning of professional development options and other in-service programs to help raise the level of instructional performance in all content areas.
- Attends workshops, conferences, and meetings necessary to maintain and update professional knowledge and to provide professional development for school staff based on information obtained through these training
- Facilitate New Teacher Induction sessions
- Attend all district-wide SAT meetings
- Attend mandatory trainings as scheduled
- Other duties as assigned

KNOWLEDGE, SKILLS & ABILITIES:

- Listen and communicate effectively in order to gather, convey or exchange information, including giving instructions, assignments or directions
- Ability to respond appropriately to inquiries or complaints
- Ability to read, comprehend, and prepare various kinds of communication and information including emails, correspondence, reports, articles, spreadsheets, staff development
- Knowledge of and/or experience as a trainer in the most recent Common Core Standards
- Ability to analyze and interpret student achievement data and its application to instruction
- Experience providing job-embedded professional development such as mentoring or coaching teachers

- Ability to communicate effectively and efficiently in a variety of settings, using appropriate terminology and by telephone and email
- Ability to hear, speak, read, record, and explain information, communication adequately
- Ability to maintain a collected behavior in stressful situations
- The ability to develop and maintain positive relationships with parents, students, and professional staff
- Ability to maintain confidentiality and professionalism
- Ability to structure own time and manage multiple priorities
- Demonstrated strength in organization, communication skills and efficiency in meeting deadlines

QUALIFICATIONS & REQUIREMENTS:

Education & Experience:

- Bachelor's degree, Masters degree Preferred
- A valid Arizona Teacher Certification
- At least five years successful teaching experience
- Formal experience in mentoring teachers in effective literacy and math instruction and assessment strategies.
- Ability to successfully work within a Professional Learning Community
- Successful implementation of the Data Team Process

Computer Proficiency: MS Office Suite, Google Suite

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, and talk or hear. The employee is occasionally required to reach with hands and arms, and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

WORK ENVIRONMENT:

This position regularly works indoors. The noise level in the work environment is generally quiet to moderate and may become excessively noisy at times. Will have contact with employees, external agencies and the public.

Disclaimer: The duties and responsibilities identified in this position description are illustrative only and are in no way intended to be a complete list of activities that may be required of an incumbent. The information contained in this job description is for compliance with the American Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties may be performed by the individual currently holding this position and additional duties may be assigned.