

**Bend-La Pine Public Schools
Deschutes County
Bend, Oregon 97701**

Position Title: INSTRUCTIONAL COACH & CURRICULUM LEADER
Department: Site
Reports To: Site Administrator

JOB DEFINITION:

In cooperation with the principal and building leadership team, the instructional coach & curriculum leader will support and facilitate the school's work of professional learning communities toward continuous school improvement, teacher effectiveness, and increased student achievement. It is understood these efforts require additional hours outside the contracted workday.

QUALIFICATIONS / CERTIFICATIONS:

- Must be on contract status with the district and have a minimum of five years of successful teaching experience.
- Is committed to students and their learning.
- Has demonstrated the ability to manage and monitor students' learning.
- Knows how to teach content- or grade-level knowledge and skills to students.
- Thinks systematically about one's own practice and learn from experience.
- Is a member of a professional learning community.
- Is considered an exemplary teacher by the supervisor and colleagues.

RESPONSIBILITIES:

1. Log at least 60 hours of additional work in the responsibilities related to the position.
2. Assist the principal and building leadership team in supporting the work of professional learning communities:
 - Making standards work through identifying power standards and clear performance targets
 - Using disaggregated student performance data to make decisions
 - Creating and using common formative measures to monitor student progress
 - Identifying and implementing effective instructional and intervention strategies and structures
 - Participating in mini-observations or data snaps.
3. Assist in development and implementation of the Continuous School Improvement Plan:
 - Building readiness
 - Collecting and analyzing data
 - Setting specific, measurable, achievable, relevant and timely (SMART) goals
 - Using research-based practices
 - Developing action plans of high impact strategies
 - Implementing plans and monitoring progress
 - Evaluating effectiveness
4. Assist in planning and providing professional development to building staff.
5. Support teachers in understanding the district curricula and using adopted instructional practices and materials.
 - Visit classrooms and/or review videotaped lessons to provide feedback, coaching and support, but not to evaluate.
 - Observe and perform demonstration lessons.
 - Be accessible for on-going informal and support and consultation.
6. Participate in professional development to support the work of professional learning communities as required by the District and/or building principal.
7. Model best practices in teaching and learning, active collaboration, and professional behavior.
8. Perform other responsibilities and duties as required by the position or as directed by the principal.

TERM OF EMPLOYMENT:

2 Year Term
60 hours/Year

STIPEND:

\$1250