



New Fairfield Public Schools Job Description

Instructional Coach

Overview

The Instructional Coach is a critical lever in supporting classroom teacher development and improving student achievement. The role of the coach is to build teacher capacity and their understanding of instructional practices as related to New Fairfield's curriculum and pedagogical philosophies.

An instructional coach is a learner who models continuous improvement and goes above and beyond to ensure student success. Furthermore, a coach promotes teacher reflection, provides guidance and structure where needed, and focuses on strengths, collaboration and common issues of concern. They are responsible for ensuring high-quality instruction in classrooms through modeling, co-planning, co-teaching and providing feedback to teachers.

Supervisor: Assistant Superintendent

Terms of Employment: Per NFEA Contract

Salary: Per NFEA Contract

Qualifications

- Connecticut teaching certification appropriate to the specific assignment
- Master's degree preferred
- Minimum of five years teaching experience
- Proven ability to work cooperatively and effectively with colleagues, including the ability to create and nurture a professional community of adult learners
- Demonstrated leadership qualities and strong interpersonal skills, including giving and receiving constructive feedback
- Strong pedagogical knowledge and content expertise
- Demonstrated evidence of professional growth, including leadership and participation in a wide range of significant professional development activities

Key Responsibilities

- Model lessons in classrooms on a daily/weekly basis
- Support the instructional development of all teachers in understanding the New Fairfield curriculum, varied assessments, and innovative instructional approaches
- Leads the development and implementation of a standards-based curriculum, including common grade-level/course assessments.
- Facilitates the writing of curriculum in their subject area.
- Build strong relationships with teachers, administrators, and other coaches
- Provide direction and coordination for how the curriculum is taught consistent with District initiatives and recognized best instructional practices.
- Create an articulated schedule with building administration that includes coaching cycles and appointment times whereby teachers can utilize the coaches available time effectively
- Lead PLCs, faculty meetings and professional learning opportunities associated with best practices and research
- Assist teachers with resources, materials, tools, information, etc. to support classroom instruction and planning, including new resources
- Support teachers and administrators in using data to improve instruction on all levels
- 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

- Support teachers by sharing multiple instructional strategies/processes during planning times and coaching cycles
- Informally observe (non-evaluative) lessons and provide feedback for a teacher's professional growth and students' success
- Develop staff members' knowledge, skills, attitudes, and behaviors through a variety of professional development targeted topics and designs
- Develop coaching plans for teachers to ensure student improvement.
- Utilize Adult Learning Theory to motivate adult learners to improve professional practice.
- Provide job-embedded informal professional learning beyond the coaching responsibility

The duties and responsibilities included in this description are not intended to be all-inclusive, and employee will be expected to perform other reasonable job-related duties as assigned by management.

The Town of New Fairfield reserves the right to revise or change the job duties and responsibilities included herein at any time upon written notice to employee. This description does not constitute a written or implied contract of employment.

July 2023