

## MODESTO CITY SCHOOLS

PROPOSED

Job Description

JC# 1171

### JOB-EMBEDDED PROFESSIONAL DEVELOPMENT COACH, PK-12

#### OVERALL RESPONSIBILITY

Under general supervision, assist in the development and implementation of the District's support system of instructional programs for sites including staff, administration, and teachers. Ensure compliance with local, state, and federal mandates pertaining to curriculum implementation; conduct professional development activities; provide instructional assistance to teachers and paraprofessionals; improve instruction and learning opportunities for all students and provide direct services to school staff, students, administration, and parents.

#### SPECIFIC RESPONSIBILITIES

1. Assist teachers with developing and applying effective instructional strategies. *E*
2. Provide feedback to teachers through classroom visits and professional coaching. *E*
3. Conduct classroom demonstrations and model lessons incorporating differentiated instruction. *E*
4. Assist teachers with classroom curriculum planning and any other aspects of an effective teaching/instructional program. *E*
5. Assist classroom teachers in diagnosing student academic needs, including the use of data; planning appropriate standards-based instruction; and identifying appropriate in-class interventions for students. *E*
6. Participate in ongoing professional growth opportunities to keep current with educational trends and practices. *E*
7. Share current research-based best practices with other teachers/staff. *E*
8. Provide support to classroom teachers for the implementation of the California Content Standards and the District-adopted curricula. *E*
9. Collaborate with other coaches and/or administrators for the purpose of planning professional development activities. *E*
10. Be an active participant in the Professional Learning Community (PLC) for professional development coaches and/or Curriculum & Instruction/Professional Development department staff, as assigned; Support the facilitation of PLC collaboration as needed. *E*
11. Curate and disseminate data, reports, and information as needed. *E*
12. Support training on and grading of district identified assessments (such as ongoing benchmarks). *E*
13. Provide assistance with curriculum standards alignment and course of study sequencing as it relates to developing and improving instructional practices; Facilitate and participate in curriculum development, revision, and evaluation as needed. *E*
14. Create and facilitate professional development including, but not limited to audiences of parents, administration, site staff, and community members. *E*
15. Keep informed of research-based, best practices for supports of English Learners PK-12. *E*

## **JOB-EMBEDDED PROFESSIONAL DEVELOPMENT COACH, PK-12 (continued)**

16. Create, facilitate, and provide professional development in best practices for English Learners to support the instructional program, PK-12. *E*
17. Train and support teachers in summer school programs. *E*

### WORK YEAR

195 days per year: Generally, five (5) days before and five (5) days after the basic teacher work year schedule. Schedules may vary for Saturday professional development facilitated, as agreed upon by both member and supervisor.

### SALARY

Certificated Salary Schedule

### QUALIFICATIONS

#### Knowledge/Ability

Minimum Requirements:

- Knowledge of curriculum and staff development.
- Knowledge of district curriculum and school organization.
- Knowledge of educational and legal issues pertaining to accountability for students.
- Knowledge of learning theory/methods.
- Knowledge of and ability to implement curriculum/staff development programs and activities.
- Knowledge and ability to use technology/audio visual equipment for instructional purposes.
- Ability to effectively communicate and maintain cooperative relationships with those contacted in the course of work.

#### Experience

Minimum Requirement:

- Three (3) years successful experience as a classroom teacher.

#### Education/Credential

Minimum Requirements:

- Bachelor's Degree
- Multiple Subject (K-6) Credential, or
- General Secondary Credential, or
- Standard Secondary Credential, or
- Single Subject Credential, and
- Bilingual Cross/Cultural Specialist Credential, or
- Bilingual Emphasis Credential, or
- Bilingual Certificate of Competence, or
- Language Development Specialist Certificate, or
- Appropriate EL Certification

#### Physical Characteristics

With or without the use of aids:

- Sufficient vision to read small print.
- Sufficient hearing to hear normal and telephone conversations.
- Ability to speak in an understandable voice and with sufficient volume to be heard at a normal conversational distance and on the telephone.

**JOB EMBEDDED PROFESSIONAL DEVELOPMENT COACH PK-12 (continued)**

QUALIFICATIONS (continued)

Physical Characteristics

With or without the use of aids:

Sufficient dexterity to print or write legibly, operate telephone, type, use computer keyboard, typewriter and other business machines.

Sufficient physical ability, strength, mobility, and stamina to drive a vehicle.

REPORTS TO:

Associate Superintendent, Curriculum & Instruction/Professional Development or designee

Cabinet Approved: 2/11/20

Unit Approved: 2/12/20

Board Approved: