



Job Title: **Elementary Achievement Coach**

Department: **Instructional Supports**

Supervisor: **Director of Instructional Supports**

Lane Placement: **Licensed Salary Schedule 196**

Schedule: **8 hrs /196 days** Eval Group: **CTESS Ed. Specialist**

FLSA Classification: **Exempt**

JOB DESCRIPTION

The Achievement Coach will be responsible for supporting Canyons School District elementary schools' implementation of CSD's Response to Intervention Framework. Achievement Coaches work collaboratively through staff development for teachers and teams supporting a system of continuous improvement for the benefit of students. Placement in schools will be determined by the Instructional Supports Department based on school needs and goals.

ESSENTIAL FUNCTIONS

- Provide expertise, training, and support to teachers in standards, evidence-based curriculum and instruction, and assessment
- Coach teachers in effective instructional practices and student engagement strategies including classroom management that will prepare ALL CSD students in becoming college and career ready
- Coordinate school wide benchmark testing in language arts and math
- Support teachers in using relevant and reliable data to monitor progress and make instructional decisions
- Support school-based problem solving in a Response to Intervention framework in order to evaluate core, supplemental, and intensive instruction in language arts and math
- Assist grade level Professional Learning Communities in using formative assessments to plan instruction, interventions, and enrichment
- Coordinate and train paraprofessionals who are supporting instruction and intervention
- Compile, synthesize, interpret, and display aggregate and disaggregate data sets
- Participate in district coaching network and share with principals and teachers
- Coordinate and collaborate with administration and other school and district support personnel (e.g. school psychologists, ed tech specialists, etc.)
- Mentor all provisional teachers following the Utah State Office of Education Early Years Enhancement requirements and guidelines
- Predictable and reliable attendance

During times of state or district emergency, all employees may be required to perform additional duties that are not required on a normal basis in support of educational and operational priorities. e.g. Performs general cleaning and sanitizing of work areas, provides remote assistance to students and staff, and any other reasonable duty as needed.

NON-ESSENTIAL FUNCTIONS

- Other duties as assigned.

- This description should not be construed to contain every function/responsibility that may be required to be performed by an employee assigned to this position.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the education, knowledge and experience requirements; the machines, tools and equipment used; background; and any licenses or certifications required.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

QUALIFICATION REQUIREMENTS

- Incumbent must be fingerprinted and clear a criminal backgrounds check.
- Bachelor's degree required; Master's degree preferred
- Valid Utah teaching license
- Flexible and willing to adapt to changes
- Demonstrated expertise in data based decision making at multiple levels, including individual, small group, class, grade and schoolwide
- Demonstrated expertise in effective teaching strategies
- Successful experience coaching other professionals preferred
- Exceptional verbal and written communication skills
- Demonstrated skill in teaching and facilitating adult learners
- Willingness to continually learn new information and skills related to student learning and achievement, including content areas that may be outside of current skill set
- Ability to work collaboratively and individually on assigned tasks
- Demonstrated proficiency in the use of technology and instructional media tools

NOTE: The Administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience and availability of formal training programs, some exchanges can be made between training and experience.

PHYSICAL REQUIREMENTS---Not limited to the following:

- Requires ability to lift a minimum of ten (10) pounds
- Possesses the physical, mental, and emotional stability to work under stressful conditions, including but not limited to: deadlines, contract requirements, inspection requirements, interaction with critical personnel, interaction with parents and community members, and consistent changes in the educational profession

- Physical ability to perform the essential functions listed above with or without reasonable accommodation.
- Requires the ability to lift a minimum of ten (10) pounds.
- Possess the physical, mental, and emotional stability to work under stressful conditions, including but not limited to: deadlines, contract requirements, inspection requirements, and interaction with critical personnel.

Note: This list of essential and marginal functions and of physical requirements is not exhaustive and may be supplemented

All employees are required to participate in the District evaluation process.
It is the employee's responsibility to review and adhere to all district policies and procedures.
This information may be reviewed at www.canyonsdistrict.org

ADA _____

HR _____

Effective date: _____ 06/11/2020 _____