

**CURRICULUM AND INSTRUCTIONAL COACH**

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**TITLE:** Curriculum and Instructional Coach

**REPORTS TO:** School Principal

**SUPERVISES:** N/A

**JOB FUNCTION:** To provide guidance in the development and implementation of a strong instructional program designed to move all students from Novice/Apprentice levels to Proficient/Distinguished levels.

**DUTIES AND RESPONSIBILITIES:**

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- Assists with curriculum alignment and mapping
- Works with teachers, in all subject areas, on skills needed to be successful on assessments. (Ex: Constructed Response)
- Assists staff with use of core content and the Common Core Standards
- Provides professional development to teachers during team planning and after school
- Engages staff in intensive data analysis and results planning and develops specific strategies designed to move students from Novice/Apprentice levels to Proficient/Distinguished levels
- Works collaboratively with other educators to integrate educational initiatives and resources
- Models a variety of instructional strategies designed to be rigorous and mirror assessment
- Coaches and models research based instructional strategies
- Ensures district timelines are met
- Develops tools for monitoring the effectiveness of instructional programs. Organize and present data to Fayette County Board of Education.
- Maintains regular attendance
- Performs other duties as assigned

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**PHYSICAL DEMANDS:**

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- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the use of hands for simple grasping and fine manipulations
- Requires bending, squatting, crawling, climbing, reaching
- Requires the ability to lift, carry, push or pull light weights

**EDUCATION AND EXPERIENCE:**

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- Minimum of five (5) years of professional teaching experience
- Master's Degree in Education
- Minimum of two (2) years experience as a successful leader in instruction, curriculum and assessment (Department Chair, District Committee work, KTIP resource teacher, SBDM member, etc.)
- Basic technological/computer skills

**LICENSES AND OTHER REQUIREMENTS:**

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- Valid Kentucky Teaching Certificate
- Supervisor of Instruction or Consultant Certificate

*Original Date: 05/2004*

*Revision Date: 06/2009*

*Revision Date: 07/2012*