

JOB DESCRIPTION
ADMINISTRATIVE REGULATION GCA-RTL

1:0 TEACHING AND LEARNING COACHES

2:0 LINE AND STAFF RELATIONSHIP

- 2:1 The Teaching and Learning Coaches reports to the building principal(s).
- 2:2 The Teaching and Learning Coach is a member of a team that facilitates the delivery of the Teaching and Learning System set forth by the Office of the Superintendent of Schools.

3:0 FUNCTIONS AND DUTIES-THE TEACHING AND LEARNING COACHES SERVES AS A MEMBER OF A TEAM THAT FACILITATES AND DRIVES THE DISTRICT'S TEACHING AND LEARNING SYSTEM FOR ALL STUDENTS THAT INCLUDES THE DISTRICT'S CORE CURRICULUM, COMMON ASSESSMENTS, UNIVERSAL INSTRUCTIONAL PRACTICES, DATA TEAMS AND PROFESSIONAL DEVELOPMENT.

3:1 CURRICULUM, ASSESSMENT AND PROFESSIONAL DEVELOPMENT

- 3:1.1 Receives curriculum documents (curriculum guide) that contains the core curriculum benchmarks, resources, timelines, articulation maps, and common assessments that are in alignment with the state frameworks.
- 3:1.2 Contributes to the development of appropriate professional development activities and programs in accordance with instructional program content; student, teacher, and administrative needs indicated by programs curriculum, assessments, and district goals.
- 3:1.3 Guides the regularly scheduled meetings of assigned staff by grade, function, and/or discipline(s), and meets with others as required, or as needed with members of the Teaching and Learning Team.

3:2 INSTRUCTION

- 3:2.1 The Teaching and Learning Coaches will support the school and teachers in the implementation of The Fairhaven Public Schools Model of Instruction: our common language of pedagogy for all educators in the district.
- 3:2.2 Models and observes classroom instruction. Receives and gives reflective feedback based on the districts Model of Instruction.
- 3:2.3 Provides professional development opportunities based on The Fairhaven Public Schools Model of Instruction: our common language of pedagogy for all educators in the district.

3:3 DATA

- 3:3.1 Compile, organize and clearly articulate classroom, grade level and school data. Facilitates teacher team's data driven dialogue and supports data driven instructional adjustments.
- 3:3.2 Serve on the school data team, analyzing and interpreting school wide data. Share school data, patterns, and trends at district level.

4:0 THE TEACHING AND LEARNING COACHES WILL SUPPORT AND ASSIST TEACHERS IN THEIR EFFORTS TO IMPLEMENT:

4:1 PARTNERSHIP WITH FAMILIES AND THE COMMUNITY

4:1.1 The Teaching and Learning Coaches understands him/her self as an integral member of the Teaching and Learning Team that effectively communicates to staff, parents, students, and community members a systemic approach that models teamwork encourages collegiality, and supports collaboration.

4:1.2 The Teaching and Learning Coaches communicates and interacts with parents and the community in a way that promotes a high level of open and honest communication.

4:1.3 The Teaching and Learning Coaches expresses him/herself clearly and confidently orally and in writing; capable of responding effectively in a public forum.

4:1.4 The Teaching and Learning Coaches builds caring and considerate relationships that demonstrate regard and respect for all people.

4:2 ENSURE HIGH LEVEL LEARNING FOR ALL CHILDREN

4:2.1 The Teaching and Learning Coaches recognizes that student learning must be the focus of all school programs and activities.

4:2.2 The Teaching and Learning Coaches believes that all youngsters have the natural ability to succeed at high levels of learning and it is the behaviors and actions of the adults in the school to nurture, develop, and encourage each and every student.

4:4 BECOME INDEPENDENT, PRODUCTIVE, AND SUCCESSFUL

4:4.1 The Teaching and Learning Coaches adheres to professional codes of ethics: maintains trust and confidentiality; models legally and orally responsible actions at all times; treats individuals with fairness, dignity, and respect; and models the core values of the school and district.

5:0 QUALIFICATIONS

5:1 Shall have demonstrated leadership, organizational and communication skills, and ability to work effectively with others.

6:0 CONDITIONS AND TERMS OF EMPLOYMENT

6:1 The Teaching and Learning Coaches is evaluated by the building principal. This position is appointed in accordance with Section 11:3.1 of the Agreement between the Fairhaven Educators' Association Unit A and the Fairhaven School Committee.