

TITLE:

Data Coach

3.11

- QUALIFICATIONS:
1. Five years successful experience in teaching; ability to demonstrate successful record of increasing student achievement; ability to demonstrate expertise in facilitating the development of Professional Learning Communities (PLCs) through collection and use of data including key student indicators to inform instruction, guide best practices, promote inclusion and implement effective interventions for all students.
 2. A master's degree in education.
 3. An Oregon teaching certificate (TSPC approved).
 4. This position requires the ability to serve as a key resource to teachers and staff in professional learning communities. Incumbent will apply knowledge of current education and instructional theories, methodologies, techniques, and principles, knowledge of subject matter, knowledge of best practices in pedagogy, and knowledge of State, local and Federal laws and regulations affecting the lives and education of students. This position requires an understanding of education indicators, child and adolescent development, and student data management, reporting and analysis. Incumbent must have the ability to communicate effectively using a variety of media, work with others as a professional learning community, organize and maintain records, manage time and resources effectively and efficiently, and evaluate performance and provide constructive feedback. Incumbent must understand how to analyze data and use results for instructional improvements. Incumbent will demonstrate leadership qualities, interpersonal skills, and personal characteristics necessary for working effectively with students, new and experienced teachers, parents and administrators.
 5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO:

This position reports directly to the Superintendent. Incumbent will have regular contact with the administrators, teachers, students, parents, and other AISD staff. Incumbent receives general supervision from the Director of Student Services.

JOB GOAL:

This position is responsible for coaching teachers, mentoring new teachers, supporting the use of data to inform instruction, assisting teams in designing interventions based on data, serving as a leader in professional learning communities, and working with the administrative team to develop and implement the educational programs at each school. The Data Coach will support PLCs in their content area(s) or grade levels, and serve as an instructional leader to facilitate the continual growth of staff in instructional practices that align with the district's vision. The Data Coach will lead the

development of student interventions for OAKS performance and other performance measures to assure adequate yearly progress for all students. In collaboration with building administrators, the Data Coach will establish and maintain ongoing communication with staff members regarding decisions made at leadership team meetings.

PERFORMANCE RESPONSIBILITIES:

1. Promote adequate yearly progress by coaching PLCs in effective use of student indicators to inform instruction and school based interventions at individual student, class, grade and district levels.
2. Model data analysis and assist teams with development of 'data profiles'
3. Assist teachers in developing desired student outcomes goals and serve as key resource to ensure outcomes are achieved.
4. Lead planning, facilitation, and follow up of meetings with instructional staff.
5. Use strong organizational, communication and interpersonal skills to facilitate the building of teacher professional learning communities in the school.
6. Assist with professional development through professional learning communities, seminars, and workshops, and provide technical guidance to instructional staff.
7. Provide expert knowledge of curriculum and instruction, formative and summative assessments, state and district standards to colleagues.
8. Maintain high expectations and work with all students as assigned.
9. Provide leadership to professional learning communities, conduct classroom observations to analyze instruction, and mentor staff to ensure continuous improvement in teaching and learning
10. Ensure that the learning needs of all students—Special Education, Gifted and Talented, Advanced Placement, English Language Learners, and Regular Education—are met.
11. Provide support for a comprehensive assessment system to facilitate standardized use of the system to inform instruction and assure fidelity of assessment and instruction
12. Demonstrate culturally responsive instruction, competencies and anti-racist leadership through behaviors and decision-making

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13. Assist PLCs with data analysis of benchmark and other pertinent student performance data
14. Provide leadership to professional learning communities, conduct classroom observations to analyze instruction, and mentor staff to ensure continuous improvement in teaching and learning.
15. Coordinate communications with school staff, other schools, and district instructional team.
16. Develop a culture of discussion of relevant issues -- "Schools that learn are schools that talk."
17. Assume some administrative responsibilities and support professional development efforts.
18. Perform other related duties as assigned by the Superintendent or Director of Student Services; however, all employees are expected to comply with lawful directives in rare situations driven by need where a team effort is required.

ESSENTIAL PHYSICAL REQUIREMENTS

1. This position involves working in normal classroom and office settings with no unusual physical demands or exposure to hazardous situations.
2. This position may involve rare exposure to blood or body fluids.
3. Regular attendance is required for this position.

EVALUATION: Performance is reviewed annually on the basis of documented student achievement, maintenance of Board policies, meeting of established deadlines, operating within established budget, and public comment.

Adopted: 6/17/09

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