

## WINSLOW UNIFIED SCHOOL DISTRICT NO. 1 – POSITION DESCRIPTION

**TITLE:** DATA COACH

**EMPLOYEE CLASSIFICATION:** Exempt, Certified

**MINIMUM QUALIFICATIONS:**

- A minimum of five years successful teaching experience
- Valid Arizona teaching certificate
- Meets the criteria of highly qualified teacher
- Masters degree or equivalent desired
- Has demonstrated success in:
  - Teaching with use of data to direct and improve student achievement
  - Working with site-based teams, and
  - Providing professional development at the local level
- Understands and is able to model the use of data and technology to drive instruction throughout the educational process

**OVERVIEW OF JOB DESCRIPTION:** Work collaboratively with K-12 teachers to support and enhance effective instruction by facilitating the development and implementation of a data management system that supports the improvement of student achievement. The coach provides on-going site-based professional development and technical assistance in the use, collection and management of achievement data. The focus of the coach is to develop a student-centered system of support that facilitates the improvement of student learning. The goal of the coach is to build teacher capacity by providing ongoing coaching in best practices of the use of data to improve student achievement.

**PERFORMANCE RESPONSIBILITIES:**

1. Knowledge of current educational research and issues regarding use of achievement data in the classroom.
2. Ability to work well with people; demonstrate and maintain productive and positive interpersonal skills.
3. Knowledge and experience implementing best practices in instruction.
4. Knowledge and experience using a variety of assessment tools and analyzing student data.
5. Demonstrated success in communicating effectively with teachers, principals, parents, students, and paraprofessionals.
6. Provide leadership in technology curriculum including hardware and software instruction and integration strategies to staff.
7. Demonstrated ability to facilitate groups in interpreting formative, summative and benchmark achievement data.
8. Ability to work closely with the building administrator to coordinate and implement the work of a professional learning community.
9. Knowledge of the work of professional learning communities; how to develop and enhance their use of achievement data to increase student achievement in schools.
10. A working knowledge of current research and resources related to district, and site-based goals, staff development, and group processes.
11. Knowledge and experience using the coaching process with other teachers.
12. Acts as a resource that is skillful, reliable, and accessible.
13. Willingness to collaborate with teacher teams to determine the best use of achievement data to drive instruction.
14. Utilizes creative solutions for implementing school-based staff development.
15. Ability to work effectively with new teachers providing support and encouragement through district induction.
16. Ability to think flexibly and to adapt work to the needs of teachers.
17. Ensures that the state and district content and technology standards are the foundation of instruction in all content areas.
18. Ability to manage multiple projects effectively.
19. Explore options for grant proposals designed to secure additional funding for the district in the area of using data to increase student achievement.
20. Ability to work with teachers in a way that improves student learning; teacher expertise is in direct correlation to student achievement through the use of technology.
21. Ability to work with teams to develop goals for improving student achievement.
22. Willingness to connect with the district and align work with district efforts by participating in expected training with the Arizona Department of Education throughout the year.

**REPORTS TO:** Superintendent

**TERMS OF EMPLOYMENT:** Salary and work year to be established by the Governing Board.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Governing Board's policy on Evaluation of Certified Personnel.

**ADA ACCOMMODATIONS:** Decisions regarding appropriate and reasonable accommodation(s) will be based upon the merits of each situation. The principal criteria will be that of effectiveness and safety.