

# **Caldwell - West Caldwell Public Schools**

## **Job Description**

**Title:**     **Instructional Coach for Intervention & Enrichment**

### **QUALIFICATIONS:**

1. Elementary, Special Education, or other NJ Certification as deemed appropriate
2. Deep understanding of differentiated instruction
3. Ability to analyze and work with student achievement data
4. Strong teamwork and collaborative communication skills
5. Flexibility, openness to new ideas, and willingness to innovate

**REPORTS TO:** Director of Elementary and/or Secondary Education

### **RESPONSIBILITIES:**

1. Utilize data and student interest to coordinate school-wide intervention and/or enrichment.
2. Provide direct services to identified learners (e.g., through collaborative teaching, by designing and implementing independent projects for specific students, by facilitating mentorship opportunities, etc.)
3. Collaborate with teachers to identify the instructional needs of students, to set learning goals and targets, and to problem-solve with teachers to develop best practices for continuous academic growth of students.
4. Collaborate with classroom teachers and school staff to include enrichment and differentiation for diverse learners in daily classroom instruction.
5. Provide specific integration and differentiation strategies that enable teachers to meet the needs of all learners.
6. Facilitate authentic professional learning communities for teachers and administrators.
7. Screen and select supplemental curriculum materials and resources to ensure learner outcomes are met; write curriculum as needed.
8. Lead professional development about best instructional practices and assessment for students and ground all staff development in a research base from the field of gifted education.
9. Provide work-embedded coaching to classroom teachers by collaboratively planning and teaching differentiated lessons and units of study that assess, address, and evaluate the needs of diverse learners.
10. Other duties or tasks as assigned by the Director of Elementary and or Secondary Education.

### **Length of Contract and Compensation**

- 10 months
- Compensation for regular salary and additional work as outlined in CWCEA contract
- Reports directly to the Directors of Elementary and Secondary Education.

Board Approved: May 9, 2022