

Liberty Tech Charter School
119 Price Road
Brooks, Georgia 30205
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www.libertytechcharter.org



Pre-K-8th Grade Instructional Support Coach Job Description

The Instructional Support Coach is responsible for building teacher capacity and understanding of effective practices as they relate to standards based instruction, ensuring high-quality instruction in classrooms through modeling, co-planning, co-teaching and providing feedback to teachers; demonstrating and modeling a strong understanding of the state curriculum standards and standards-based instruction; delivering engaging professional development; aiding in analyzing and creating assessments; and increasing student learning by fostering instructional excellence and a positive learning environment. This is not a supervisory position and does not include formal evaluation of colleagues.

Required Qualifications

Master's Degree from an accredited college/university

Minimum of five years of successful teaching experience

Current Georgia Teaching Certificate issued by the Georgia Professional Standards Commission T5 or higher

Proficiency in written and oral communication skills, administrative, supervisory and leadership skills

Ability to deal with multiple tasks, computer competence, organizational and interpersonal skills

Preferred Qualifications

Experience as an academic coach in Reading/ELA and Mathematics support

Experience developing and providing professional development is preferred

Essential Duties

- Support the instructional development of all teachers in understanding the curriculum and varied assessments through the review of lesson plans and monthly grade level meetings
- Assist teachers and administrators in using data to improve instruction on all levels
- Encourage and support technology and innovative strategies in the classroom
- Participate/lead or facilitate professional learning, meetings, and conferences
- Assist teachers with planning and pacing of standards-based lessons, the development of differentiated lessons and the selection of best practices to meet the needs of their students through the lens of the LTCS model
- Prior to monthly grade level meetings, review lesson plans in order to see the content and scaffolding of lessons, instructional strategies, differentiation, assessment strategies and uses, and use of accommodations.
- Assist teachers with resources, materials, tools, information, etc. to support standards-based instruction and planning as well as helping teachers vet new resources to ensure rigorous and differentiated instruction

- Provide coaching through modeling, teaching side-by-side, and/or observational feedback that is specific and timely (reflective for teacher)
- Collaborate with school leadership to contribute to the development of systems and structures to improve teacher practice within schools
- Collaborate with school leadership to develop and support school-based, job-embedded professional learning and professional learning communities
- Collaborate with MTSS coordinator to provide instructional support to teachers as identified through the data-based decision meetings
- Know and understand the current Georgia Standards of Excellence for Grades K-8 and provide teacher training as deemed necessary
- Perform other duties as assigned by administration

Applicants:

Complete application packet consists of:

- Letter of interest that refers to the desired position
- Current resume
- Completed application <https://www.libertytechcharter.org/hiring.html>
- Copies of all valid professional certificates (as applicable for the position)
- Include any professional or personal reference letters
- Send all application packet items to Melissa King at melissa.king@libertytechcharter.org

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