

# AIMS K-12 College Prep Charter District



**Title: Teacher Induction Coach**

**Category: Certificated**

**Work Year: Academic Year**

**Employment Type: Part Time**

**Stipend: \$2000**

**Supervisor: Director of Schools or Designee**

**JOB GOALS:** The Teacher Induction Coach at AIMS K-12 College Prep, under the direction of the Director of Academics Data and Performance or Designee, provides key leadership in the development of AIMS' faculty in partnership with the SCOE Teacher Induction Program. Assist qualifying teachers in fulfilling the requirements of the California Clear credential for general education and/or special education. Observe the assigned candidate to facilitate self-reflective evidence of practice.

**REPRESENTATIVE DUTIES:** (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to reflect the principal job elements accurately.)

## **ESSENTIAL JOB DUTIES:**

- Provides direction to the program, support providers, and beginning teachers.
- Attends and provides ongoing coach training to build capacity for coaching and teacher development.
- Communicates the expectations and requirements of the Teacher Induction Program to participating teachers, district administrators, and school administrators.
- Participates in the Teacher Induction process
- Coordinates staff development activities for beginning teachers.
- Performs related duties as assigned
- Support the development and implementation of assessment, teaching, and classroom management strategies.
- Select and provide appropriate instructional materials, accommodations, adaptations, and modifications.
- Utilize district online platforms and integrated technology for communication and instructional purposes.
- Engage in daily and weekly planning and co-teaching as applicable.
- Demonstrate mastery of teaching performance expectations.
- Maintain a schedule of appointments and attend ongoing support provider training.

## **QUALIFICATIONS:**

- Valid California Clear Credential or Administrative Services Credential.
- Minimum of three years of successful teaching experience and completion of Induction or equivalent, leading to Clear Credential.
- Knowledge of coaching strategies and working with Adult Learners.
- Experience and strategies for English Language Learner instruction.

- Familiarity with Commission on Teacher Credentialing (CTC) requirements, New Teacher Development, Mentoring and Coaching New Teachers, California State/Common Core Standards, Integrated Technology, and Working with English Language Learners.
- Experience in working with K-12 students.
- Fingerprinting and TB requirements.

**CERTIFICATION REQUIREMENTS:**

- Valid California Clear Credential

**KNOWLEDGE AND ABILITIES:**

- Highly effective and professional communication skills with staff, students, and families
- Ability to meet deadlines on a tight schedule
- Highly organized, goal-oriented, and focused on outcomes
- Ability to communicate with and build relationships with staff in the culturally and linguistically diverse AIMS community
- Ability to uphold and reinforce school policies and procedures when addressing staff
- Ability to work effectively in fast-paced environments
- Ability to work collaboratively and independently
- PowerSchool, Canvas, Blackboard, Google Drive, and Calendar, etc. if applicable)
- Professional orientation – appearance, communication, organization, and attitude

**PHYSICAL ACTIVITY REQUIREMENTS:**

**Minimum Work Position (Percentage of Time):**

Standing: 20 Walking: 75 Sitting: 5

**Minimum Body Movement (Frequency): 4**

**None (0) Limited (1) Occasional (2) Frequent (3) Very Frequent (4)**

Lifting (lbs.): 50 Lifting: 4 Bending: 3

Pushing and/or Pulling Loads: 4 Reaching Overhead: 4 Kneeling or Squatting: 4

Climbing Ladders: 1 Climbing Stairs: 4

**NON-DISCRIMINATION:** AIMS College Prep Charter District does not discriminate on the basis of race, color, religion, gender, marital status, ancestry, political affiliation, age, sexual orientation, disability, medical condition, national origin, or mental or physical handicap in any of its policies or procedures related to admissions, employment, educational services, programs or activities.

**Effective:**

**Board Approved: Pending November 2023 Board Approval**