

PUENTE Learning Center Charter School Intervention Coach

PUENTE Charter School offers elementary grade-level students a family-centered, culturally-rich, technology-based learning experience designed to help children meet and exceed Common Core State Standard mastery and build a solid foundation for lifelong academic achievement.

The Charter School is seeking an Intervention Coach who is committed to providing is to build teacher capacity and provide support to both teachers and administrators. Reporting to the Charter School Principal, the instructional coach will work collaboratively with general and special education teachers and administrators, program coordinators, and other staff to promote standards-based literacy and numeracy across the content areas, using a multi-tiered approach to instruction, including the problem solving model and appropriate evidence-based strategies to provide access to core instruction and intervention for all students including English Learners, Standard English Learners, socioeconomically disadvantaged, and students with disabilities. The content area of focus work for the Intervention Coach, will be based on student data and the academic goals of the school. In addition, the role is required to provide direct instruction to students as part of their assignment. Direct instruction may include, but is not limited to, small group student intervention, 1-1 student intervention tutoring, demonstration lessons, curriculum development, peer coaching and mentoring.

RESPONSIBILITIES

Instructors in the Charter School will teach in a community where children, parents, teachers, and administrators are actively involved as partners in teaching and learning. Instructors will assume responsibilities including, but not limited to, the following:

ROLES AND RESPONSIBILITIES

- Manage all aspects of the intervention program, including identifying students in need of intervention, communicating with teachers, creating intervention groups, analyzing intervention results, and planning next steps.
- Prepare a variety of program related reports for the purpose of documenting activities, conveying information and ensuring program requirements are met in an effective and timely manner.
- Coordinate intervention program components, support needs, and materials for the purpose of meeting student needs while complying with school guidelines.
- Provide direct instruction for intervention students on a daily basis
- Organize extended-day intervention instruction
- Maintain schedules, lesson plans and student progress monitoring documentation for intervention students
- Investigate current research and disseminate information to staff
- Meet with teachers regularly to support student achievement
- Evaluate and measure the effectiveness of specific intervention strategies and interventions in order to refine Tier 1, Tier 2, and Tier 3 levels of support.
- Coordinate the collection and analysis of relevant data, including universal screeners and other measures. Assist school in preparing and administering screeners, interpreting the data gathered, and determining Tier 2 and Tier 3 interventions.

- Collaborate with others for the purpose of implementing and maintaining supports and programs.
- Create and maintain a bank of intervention resources.
- Other duties as assigned

MENTOR

- Provide training, lessons and coaching to support Intervention programs
- Assist and support teachers in the implementation of district-adopted textbooks and support materials
- Assist and support teachers with instructional strategies that support the delivery of grade-level content to all students, including ELs, SELs, SWDs and GATE students
- Support teachers implementing research-based strategies including flexible grouping, collaborative learning, differentiated instruction, educational technology and other strategies for diverse populations.
- Provide one-to-one support to teachers recommended by the principal or those requesting support in a particular area.

FACILITATOR

- Support collaborative work that contextualizes teaching and learning on evidence-based practices and identified needs
- Facilitate the analysis of data and student work that reflects a problem-solving approach
- Foster improved communication and collaboration among staff by working with teachers to identify and address areas of need
- Facilitate SSTs and monitor student referrals
- Coordinate staff development research-based strategies to Support the academic achievement of all student populations
- Meet regularly with site administrators, teachers, and support personnel to analyze data and further communicate and strengthen instructional support to school staff
- Attend, as needed, central, local, and school-site professional development related to expanding coaching expertise, pedagogical repertoire, content knowledge, and systematic analysis of student work data within the multi-tiered framework

QUALIFICATIONS

- Excellent interpersonal skills to build trust and relationships with all stakeholders
- Positive attitude and demeanor A Team player; available to help other members of the Instructional Leadership Team as needed
- Flexible with daily schedule and tasks as needed
- Effective oral and written communication skills
- Experience in collaborative planning, delivery of instruction, and differentiated professional development
- Knowledge of response to instruction and intervention problem-solving model
- Collaborative team building skills
- Teaching experience at more than one grade level
- Strong organizational, computer, and oral and written communication skills

- Experience with Common Core Standards (ELA & MATH) Instructional Design and Implementation Strong background in an interdisciplinary approach to teaching (across the content areas)
- Experience with differentiating
- Experience in designing, leading, implementing and analyzing academic interventions
- Deep knowledge of Common Core Standards/Math Practices, Early Literacy Skill Development Knowledgeable about Project Based Learning Design and Implementation
- Experience in leading differentiated Professional Development
- Able to provide teachers with actionable feedback after lesson observations
- Experience with data analysis
- Dedication to mission driven work. Passionate advocate for the mission and those being served through the organization and school.
- Commitment to diversity, equity, and inclusion.
- Excellent organizational skills
- Perform other duties as assigned

EDUCATION, CREDENTIALS AND EXPERIENCE

- Must possess a clear California Multiple Subject Teaching Credential and English Learner certification
- Bachelor's degree required
- Technology literate and comfortable incorporating technology into instructional program
- Bilingual, English-Spanish, candidates are preferred
- Minimum of 3-4 years of full-time teacher experience in early childhood environments

Job Type: Full-time

Annual salary pay scale: \$65,000.00 - \$78,000.00

To apply, please send a cover letter and resume via email to Tesa Marquez, Director of Human Resources, at tesa@puente.org. No phone calls please.

Review of applications will begin immediately.