

Caswell County Schools
High School Curriculum Coach
Job Description

Job Title: High School Curriculum Coach

Description: A highly qualified professional who has strong knowledge of high school pedagogy, research-based strategies and curriculum standards to support teaching and learning that result in increased student achievement.

Major Responsibilities and Duties:

- Assist teachers with improving techniques for instruction and improving overall student achievement.
- Brings evidence-based practices into classrooms by working with teachers and other school leaders.
- Ensures teachers and principals are familiar with any changes to the NC Curriculum; designs curriculum.
- Observes classrooms and provides feedback related to instructional practices.
- Assist with the development of district and school wide assessment tools.
- Participates in regularly scheduled departmental meetings/PLCs as required.
- Collaborates with other curriculum coaches and Secondary Curriculum Director to provide an integrated program.
- Assists the principal in developing, managing and implementing effective programs of instruction.
- Supports the principal's efforts in locating, analyzing, and selecting instructional materials, software, hardware, and other resources.
- Assists in the analysis and management of student data including state scores, grades, attendance, discipline, and benchmark data.
- Assists teachers in the effective use and integration of technology and online resources in support of high student achievement.
- Model effective instructional strategies through demonstrations lessons mini lessons, video-taped lessons, staff development, etc.
- Assist with lesson planning and delivery to ensure the use of differentiation, best practices, pacing, and curricular alignment.
- Attends system-wide training sessions and conducts local training sessions for school staff on proper conditions, practices and procedures.
- Provides assistance and leadership in the planning and implementing of assessment matters, including but not limited to state testing, standardized testing and local benchmark assessments.
- Performs other duties as required.

Additional Requirements:

- Ability to implement and interpret policy, procedures, and data
- Strong organizational, communication, and interpersonal skills
- Thorough knowledge of the Common Core and Essential Standards
- Experience in promoting a successful collaborative educational environment
- Knowledge of state and local testing requirements
- Skill in preparing school staff for statewide testing programs
- Effective use and integration of technology and online resources
- Ability to work well with peers

Qualifications:

- Proven instructional expertise in high school curriculum, professional development, student achievement and credentials
- Experience in professional development leadership
- Five years or more of high school teaching experience preferred
- Must have a valid North Carolina Teaching License, Bachelor degree required
- Master's degree in the field of Secondary Education, preferred
- National Board certification, preferred
- NC AIG add on license preferred or willing to obtain locally required courses

Reports to: Principal and guidance of the District Secondary Curriculum Director

Job Start Date: TBD

Posting: Until Filled