JOB DESCRIPTION

TITLE: Data Coach

QUALIFICATIONS: Must hold a valid Louisiana Teacher's Certificate with a Master's Degree.

REPORTS TO: Assigned Supervisor/Superintendent

SUPERVISES: None

GENERAL RESPONSIBILITIES:

The position will assist personnel at the school site(s) to analyze and use data to drive effective instruction.

PEFORMANCE RESPONSIBILITIES:

1. Collect baseline test data for schools with 8-12 grades.
2. Assist school with analyzing summative school data and plan for improvement using strengths and weaknesses identified.
3. Assist teachers and administrators with using formative assessment data.
4. Identify students that have been retained one or more times.
5. Collect SIP action plans from each applicable school.
6. Encourage, coach, and monitor data driven instruction.
7. Report data to board members every other month.
8. Visit every applicable school weekly to observe and monitor data driven instruction.
9. Complete forms and checklists to submit to supervisor and superintendent.
10. Identify feasible best practices to increase data driven instruction for teachers.
11. Meet and plan with teachers to promote data driven instruction.
12. Attend professional development activities at applicable schools.
13. Work with district supervisors and school improvement teams to assist in accomplishing goals, objectives, and activities indicated on SIP.
14. Develop an acceptable personal Professional Growth Plan.
15. Attend applicable professional conferences and workshops.
16. Performs all other duties and services assigned by Superintendent.

SALARY: Richland Parish School Board teacher salary

TERM: 10 Month

EVALUATION: This position shall be evaluated in accordance with the Richland Parish School Board Personnel Accountability Plan.

_____   _____
Employee's Signature   Date