

POSITION: Enhancement Coach

IMMEDIATE SUPERVISOR: Director of Education

Assignment:

The Enhancement Coach works directly with teachers in BATC Education schools. The Enhancement Coach provides supervision and support services to teachers so they may enhance their professional practice. In addition, the Enhancement Coach provides support in establishing common performance indicators for schools and support in general assessment. The Enhancement Coach will also work with teachers in using computers as an instructional tool.

Training:

The Enhancement Coach preferably will have a Masters degree in Education with a focus on Curriculum and Instruction, or Educational Administration.

Skills, Abilities and Personal Attributes:

The Enhancement Coach will possess or demonstrate the following:

1. Educational background and skills needed to accomplish the duties and responsibilities set out below.
2. A valid driver's license.
3. Superior communications skills so as to relate to and facilitate enhanced teacher practice.
4. Superior inter-personal skills with the ability to establish and maintain effective working relationships.
5. The skills and abilities to manage a professional support program.

Duties and Responsibilities:

1. Establish and maintain a teacher supervisory schedule in all schools.
2. Provide feedback to teachers on their professional practice in a timely fashion.
3. Help teachers establish and carryout professional growth plans.
4. In conjunction with other administration personnel develop teacher improvement plans where required.
5. Provide leadership within BATC Education and within our respective schools on student assessment.

6. Provide leadership within BATC Education and in conjunction with ACTC to establish common performance indicators.
7. In conjunction with school staff and the school community, where appropriate, revise and further develop school success plans.
8. Provide recommendations for improved practices and improved student outcomes where they become evident through carrying out the duties and responsibilities described herein.
9. Provide accurate and detailed reports where required by BATC Education.
10. As requested by the Director of Education, or designate, carry out additional duties or tasks that are consistent with these Duties and Responsibilities.
11. Maintain current knowledge of educational practices through reading, research, and professional development as authorized.
12. Observe all pertinent Board policies and administrative procedures and maintain strict confidentiality with regard to the affairs of BATC Education, its employees, and students.