

1322995

CCA

**ADMINISTRATIVE AND PROFESSIONAL SCHOOL STAFF
JOB DESCRIPTIONS**

POSITION TITLE: COACH

REPORTS TO: Administrator, Assessment and Evaluation & School
Community Support

JOB GOAL: To enable teachers to implement effective pedagogical
practices that meets the evolving learning demands of the
21st century learner.

QUALIFICATIONS:

- Valid Manitoba Teaching Certificate
- Minimum Bachelor of Education degree
- French language considered an asset

EXPERIENCE:

- Minimum of 5 years successful pedagogical practices and experiences that facilitate 21st century learning in the areas of communication, collaboration, critical thinking, citizenship, character, and creativity.
- Successful teaching experience with proven skills in working with students in the areas of literacy, numeracy and/or leveraging digital in multiple grade levels/subjects K-12.

DUTIES AND RESPONSIBILITIES:

1. To support teachers with the development and implementation of improved practice in their classrooms and schools.
2. To assist with the development of professional learning opportunities for teachers and administrators related to implementing and supporting improved practice in classrooms and schools.
3. To support teachers and administrators in applying improved practice in the areas of numeracy and literacy, deeper learning and/or leveraging digital.
4. To assist teachers and administrators with the implementation of school division and school-based continuous improvement plans.

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5. To collect and develop resources and materials that enhance and support improved practice for all teachers.
6. To assist with the process of collecting and analyzing student achievement data.
7. To support teachers and administrators in leveraging digital tools and resources to positively impact student learning.
8. To engage in the effective use of co-teaching while working alongside classroom teachers.
9. To assume other responsibilities as may be required.

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