



Milwaukee Academy of Science

2000 W Kilbourn Ave - Milwaukee, WI 53233 - (414) 933-0302

Title: Instructional Coach

Supervisor: Principal

Classification: Exempt

I. Accountability Objectives:

The key to increasing student achievement and providing an excellent education for all of our students is an outstanding instructor in each classroom. The instructional coach is charged with leading, coaching and developing a team of high performing instructional leaders. Reporting directly to the principal, they will lead a talented and dedicated team of teachers toward creating a student-centered, rigorous, and results-oriented culture. This is a fantastic opportunity for an ambitious school leader looking to grow their instructional leadership and affect student achievement at the whole-school level.

II. Position Characteristics:

Length of Contract: Full-time, 210 days

III. Position Relationships:

Reports to: Principal and Assistant Principal

Coordinates with: Principal, Assistant Principal, classroom and resource teachers, parents and families

IV. Position Qualifications:

Required Qualifications:

- Bachelor's Degree
- Licensed teacher with at least 5+ Years of experience
- School Administrator License through Wisconsin DPI **preferred**

Objectives and Responsibilities

- Serve as a model for demonstrating school policies, procedures, and professional norms
- Lead and supervise a high-functioning team of educators focused on driving superior academic performance and fostering a high level of personal responsibility
- Use interim assessment goals, ACT, Pre-ACT, Charter & District-Level Goals and Local Measures (SRI, ALEKS Final Exams, Writing Local Measure, Credit Acquisition, and Matriculation data to drive instruction
- Supervise teachers' instructional methods
 - Provide observations and weekly professional development opportunities
 - Coach teachers around effective instructional strategies using the Skyrocket Framework for coaching
 - Coordinate and facilitate summer orientation for all teachers in August and professional development opportunities throughout the year
 - Co-lead formal evaluations
- Supervise teachers' planning process
 - Provide feedback on unit and lesson plans
 - Drive curriculum development rigorously aligned to Common Core Standards
 - Co-manage data-driven instruction and interim assessment systems



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- Engage parents and other community members in instructional program
- Support the principal and assistant principal in ensuring effective collection and analysis of student performance data to identify struggling students, curriculum shortfalls, and teacher quality issues
- Assist the principal and assistant principal in various administrative duties, including morning entry, mid-day transitions, lunch, dismissal, after-school supervision, and special event coverage

Desired Skills and Characteristics

- A demonstrated passion for and commitment to the mission of Milwaukee Academy of Science.
- Strong instructional and classroom management skills
- Familiarity and use of the Skyrocket Framework for teaching
- Focus on a systems-oriented approach to student, classroom, and school culture
- Strong organization, planning, and time management skills
- Excellent communication skills, both verbal and written, and strong interpersonal skills with students, families, colleagues, and community members
- Proven ability to proactively lead by example, effectively manage adults, and respond positively to feedback
- Personal qualities: passionate, relentless work ethic, humility, positive in the face of incredible challenges, joyful, loving, and “roll-up-my-sleeves” attitude