

Coordinator III - Teacher Leader Coach

Position Details

Job Code: U7402

Reference Code: A483

Division/Unit: Leadership and Professional Learning

Classification: Professional-Technical

Terms of Employment: [Range 40 of the Unified Administrative Salary Schedule, 12 Months](#)

FLSA STATUS: EXEMPT

Position Summary

The individual selected for this administrative position will provide leadership for teachers pursuing teacher leader pathways with a focus on teacher retention and student achievement. Responsibilities include designing, implementing, facilitating, and monitoring teacher leadership academies, the teacher leader network, and the learning strategist professional learning plan. In addition, the Teacher Leader Coach will serve as a liaison between the Leadership and Professional Learning Division (LPLD) and individual school sites. The person selected for this position reports directly to the Director, Teacher Leadership, Leadership and Professional Learning Division (LPLD), Academic Unit.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Develops, coordinates, and conducts high-quality professional learning aligned to the requirements of the Clark County School District (CCSD)'s teacher leader pathway program.

2. Provides timely, differentiated, and sustained teacher leader support and professional learning aligned to the Nevada Educator Performance Framework (NEPF), including professional responsibilities and instructional practice standards and indicators.
 3. Creates, implements, and monitors department projects related to the teacher leadership academies, the teacher leader network, and the learning strategist professional learning plan.
 4. Provides leadership in the identification, development, and implementation of research-based employee professional learning programs and teacher retention strategies.
 5. Monitors and revises professional learning sessions based on participant survey data analysis.
 6. Implements and monitors site-based coaching protocols to support teacher leaders through collaboration with site-based administrators.
 7. Coordinates and directly oversees teacher leader coaching in support of the teacher leadership academy impact projects.
 8. Maintains effective communication with the Professional Learning Education department, the Employee Onboarding and Development department, and division leadership regarding feedback on CCSD, state, and national initiatives concerning professional learning.
 9. Collaborates with internal and external stakeholders to accomplish CCSD, division, and department goals.
 10. Trains, supervises, and evaluates the performance of assigned staff.
 11. Performs other duties related to the position, as assigned.
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Position Expectations

1. Knowledge and understanding of CCSD policies, regulations, standards, and procedures.
2. Knowledge of best practices and research related to effective professional learning and training programs as well as the evaluation of such programs.
3. Knowledge of CCSD-sponsored technology platforms (Canvas, Google, Enterprise Learning Management System [ELMS], Human Capital Management [HCM], etc.).
4. Understanding of effective instruction, including the Nevada Educator Performance Framework (NEPF); the Nevada Academic Content Standards (NVACS); alignment of curriculum, instruction and assessment; mentoring and coaching competencies, professional learning communities; and data analysis.

5. Strong facilitation and presentation skills.
 6. Excellent organizational, administrative, and project management skills.
 7. Maintains articulation and alignment of teacher leader professional learning with departments/divisions, as well as, local, state, and national professional learning organizations.
 8. Monitors state and national issues and trends related to teacher leadership, teacher retention, and other pertinent educational topics (Social and emotional learning [SEL], culturally competent teaching, change process, culture, mentoring, coaching, etc.).
 9. Ability to direct major projects and initiatives.
 10. Ability to represent CCSD in the community through business partnerships and activities.
 11. Ability to analyze problems, suggest solutions, and implement resolutions.
 12. Ability to develop talent and leadership skills in others, provide and receive critical feedback, and maintain high standards for individual and team learning.
 13. Ability to communicate effectively in both written and verbal form with the ability to make clear, persuasive presentations to diverse groups.
 14. Ability to interact positively and effectively to solve problems by listening, thinking creatively, and finding solutions within the context of regulations and/or other compliance requirements.
 15. Ability and desire to establish positive relationships with persons regardless of race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law, with an active commitment to equal opportunity for all students and staff.
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Position Requirements

Education and Training

An earned bachelor's from an accredited college or university.

Licenses and Certifications

1. Hold or be able to acquire, by the time of appointment to the position, a teaching license issued by the Nevada Department of Education (NDE).
2. A valid driver's license or state-issued identification card.

Experience

1. Have previously demonstrated five (5) years of successful licensed teaching experience in an accredited K-12 public or private school.
2. Experience with facilitating research-based coaching cycles for educators to improve instructional practice; certification in research-based instructional coaching is preferred.
3. Experience as an instructor or trainer who consistently develops and delivers professional learning or courses related to employee development.
4. Successful performance in position held at time of application.

Preferred Qualifications

1. Master's degree.
2. Hold an administrative license/endorsement issued by NDE.

When applying for an administrative position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Created: 04/24/24