

An Equal Opportunity / Affirmative Action Employer  
**PROFESSIONAL EMPLOYMENT OPPORTUNITY**

**DATE OF POSTING:** May 24, 2023  
**POSITION:** Instructional Coach (*Teacher on Special Assignment*)  
**EFFECTIVE DATE:** July 1, 2023 – June 30, 2024  
**ASSIGNMENT:** PS14, PS16, PS18, CHS (2 per building); Early Childhood Education (1 position); PS2 and TMS (3 per building)  
**REPORTS TO:** Assistant Director of Grants, Academic Programs & Accountability and Building Principal  
**QUALIFICATIONS:** Certified employee in the Troy City School District

**RESPONSIBILITIES:**

- Facilitate teacher groups to encourage collaboration, professional growth and reflection that meaningfully impacts change. Including weekly grade-level Data, Feedback Strategy (DFS) meetings, building professional development, building and district ERD professional development.
- Support and collaborate with teachers through a variety of resources and activities. Including classroom visitation and coaching cycles, modeling, co-teaching, planning and conferring with teachers.
- Share knowledge of district resources and programs to ensure current curriculum and program updates are reflected in instructional practices, meeting the current NYS curriculum standards and guidelines.
- Meet with any report to Building Principal and Assistant Director of Grants, Academic Programs & Accountability.
- Actively participate in professional development opportunities, training sessions and be willing to research current educational trends in an effort to further develop coaching capacity.
- Plan and facilitate at least one (1) after school professional development workshop/session focused on building goals and/or instructional needs and be available to meet for 30 minutes after school daily with teachers beyond the contractual day (Monday-Thursday).
- Attend at least two (2) monthly meetings after school with the Assistant Director of Grants, Academic Programs & Accountability.
- Must complete up to five (5) district summer workdays, up to five (5) building level summer workdays. Number of days to be determined by district and building leaders. Summer work may include; curriculum writing, district MTSS team collaboration, district leadership team collaboration, building specific work related to the position.
- Assist Curriculum Leaders in preparing students for NYS Assessments and District Assessments and support with the distribution of information, materials schedules and tests.
- Any other responsibility as deemed necessary by the Assistant Director of Grants, Academic Programs & Accountability and Building Principal.

**SALARY:** Based on experience and TTA Contract  
\$6,000 stipend (September 1, 2023 – June 30, 2024)  
\$33.00 per hour (July and August)

**CLOSING DATE:** May 31, 2023

Please e-mail a letter of interest to: [humanresources@troycsd.org](mailto:humanresources@troycsd.org)

In accordance with SAVE Legislation, fingerprint supported criminal background check required for selected applicant.

The Troy City School District does not discriminate on the basis of age, race, color, national origin, sex, disability or marital status in employment or any of the educational programs and activities that it offers or operates. We seek and encourage an ethnically and culturally diverse pool of candidates to seek employment with the District when job openings occur.