



UTOPIAN

ACADEMY FOR THE ARTS

TALENT & RECRUITMENT DEPARTMENT

www.utopianacademyforthearts.com talent@utopianacademy.com

JOB TITLE: Part-Time Instructional Coach (2022-2023 SY) *New!!!*

About Utopian Academy for the Arts Elementary School

Utopian Academy for the Arts is an independent public charter school network serving elementary, middle, and high school children and families throughout Clayton County, GA. The Utopian Academy for the Arts Elementary School was approved by the Clayton County Public Schools System and operates as a locally-approved charter school. The rationale for the enrollment plan for Utopian Academy for the Arts was to provide a significant educational benefit of having gender-based classroom environments, and classes in the fine, dramatic, and media arts for students in Clayton County, GA.

The Role

Our greatest instructional strategy is our human capital. More than any other variable in education--more than curriculum or supplies—our faculty and staff matter. Effective teachers who are continually learning and setting high expectations are the key to student academic achievement and success. At Utopian Academy for the Arts Elementary School, we believe that students will rise to meet the high expectations set by our team of educators. The Instructional Coach will support and work directly with K-3 teachers in school to provide classroom demonstrations in rigorous standards based teaching. He/she will provide collaborative and one-on-one instructional coaching.

Responsibilities

- Develop school improvement plan with measurable student achievement and focused professional development goals.
- Serve as a coach to teachers by providing expert advice on improving and enhancing individual lessons and units based on ongoing analysis. This will include but not limited to reviewing lesson plans, understanding scope and sequence models, and observing classroom instruction.
- Informally observe the teacher as he/she implements changes in instructional approaches and provide feedback to the teacher.
- Ability to Read and Interpret student academic data and educational reports.
- Model research-based instructional approaches and collaborate with the teacher to determine those approaches that best meet the students' needs.
- Monitor the progress of struggling students and offer suggestions for intervention to meet students' reading needs.

- Demonstrate responsiveness and follow-through with students, families, and faculty in a timely manner.
- Support administrators and leadership team in the creation and improvement of aligned curriculum resources.
- Facilitating teacher proficiency with the new strategies through classroom follow-up; and make recommendations on best practices for supporting curriculum alignment across all grade levels.
- Meets regularly with teachers, both in groups and individually, to analyze student work and instructional practices to ensure that “best practice” methods are utilized
- Be prompt and present daily; eager to participate in a carpool, parent meetings, and other school functions that require student supervision after hours
- Work to maintain a positive learning environment that cultivates both the academic and socio-emotional needs of the students
- Perform other duties, as deemed appropriate, by the Principal

Minimum Qualifications

- Bachelor’s degree required, Master’s degree (preferred)
- 5- 7 years teaching experience (urban environment preferred)
- Current Georgia Teacher Certificate or Out-of-State Certificate required
- Experience in analyzing student data, managing a team and/or designing curriculum
- Strong behavior management skills
- Experience collaborating with team members and providing constructive and instructive feedback.
- Belief in the mission and vision of Utopian Academy for the Arts

HOW TO APPLY:

Application and materials should be submitted electronically by the priority deadline of **August 12, 2022** to talent@utopianacademy.com **“Elementary Part-Time Instructional Coach”** should be labeled in the Subject Line of your message. Applications will be reviewed on a rolling basis.

Completed Application for Employment including:

- Cover letter / letter of interest defining your strengths in your subject matter, including your experience with supporting a charter school, or arts integrated school. Please cite specific and measurable examples from your practice that make you a fit for our Founding Third Grade Teacher position.
- Resume
- Valid copy of your teaching certificate or steps that you will obtain to secure a valid certificate