



## Virtual Instructional Coach -- Job Description



**Seeking exemplary virtual instructional coaches to guide Illinois' newest educators!**

IFT is coordinating the statewide Virtual Instructional Coach and Mentor Program in partnership with IEA and with the support of ISBE. Virtual Instructional Coaches (VICs) will provide instructional coaching support to first- and second-year teachers, teaching specialists, and clinicians from participating districts across the state. The support is provided 100% in a virtual environment.

### Who You Are

We are looking for exemplary virtual instructional coaches from diverse backgrounds who have strong knowledge of instructional practice and an ability to coach adults in a virtual environment. You firmly believe that relationships built on trust, exceptional teacher practice and equitable student learning should be at the center of induction and mentoring and are passionate about the instructional development of early career educators.

We expect virtual instructional coaches to:

- Possess a track record of highly effective teaching
- Demonstrate experience in specific instructional content or clinical areas, frameworks and pedagogy, including the Danielson Framework for Teaching, culturally responsive pedagogy, project-based learning, and online instruction
- Demonstrate skills which suggest that they will be successful coaches of adults, and/or attended a substantive coaching training
- Demonstrate an ability to lead and motivate others in a virtual environment and to effectively utilize instructional technologies
- Be anti-racist and possess an understanding of the concepts of institutional and structural racism, bias, culturally responsive teaching and trauma responsive pedagogy and their impact on underserved and underrepresented students and communities, and take action to dismantle racism and bias
- Bring and foster a positive growth-mindset a
- Possess strong interpersonal skills
- Serve as champions for early career educators and the teaching profession

## What You'll Do

The virtual instructional coach is an essential member of the early career educator support team and is vital to the early career educator's success. The virtual instructional coach has several specific responsibilities, including:

### 1. Instruction

- Provide virtual instructional coaching to early career educators one-on-one and in small groups
- Identify effective instructional strategies for early career educators to implement in their instructional settings, including culturally responsive pedagogy and assessment, adopting a growth mindset, differentiated instruction, and anti-racist, equity-based instructional strategies
- Engage early career educators in robust problems of practice, such as how to measure student learning using formative assessment techniques
- Support early career educators to implement effective classroom management and relationship building strategies to create positive learning environments for every student
- Support early career educators in understanding the neuroscience of trauma and its impacts on students and communities, as well as in identifying and implementing effective trauma-responsive and social-emotional learning strategies
- Identify and support early career educators in implementing strategies to support high-need student populations, including special needs students, and bilingual and English learners

### 2. Instructional Technologies

- Access, utilize and develop virtual instructional resources
- Support the early career educators in identifying and utilizing effective practices in remote and in-person learning
- Lead synchronous and asynchronous coaching sessions for early career educators virtually, one-on-one, and in small groups
- Track and manage coaching sessions using a virtual coaching platform and other instructional technologies, including data collection for program evaluation purposes

### 3. Personal Support & Growth

- Build and maintain a relationship built on mutual respect, trust, regular communication and confidentiality with early career educators
- Build credibility with early career educators by tailoring coaching to meet their individual needs

- Encourage and inspire early career educators to improve and develop their instructional practice
- Establish and maintain a positive and safe professional learning environment for early career educators
- Personally, reflect on and encourage early career educators to reflect on their own implicit biases, privilege and power, actively work to minimize the negative impact of biases, and take action to dismantle racist systems
- Support early career educators with navigating school culture
- Support early career educators with building professional relationships with school colleagues

#### **4. Professional Learning and Administration**

- Attend required professional learning sessions for virtual instructional coaches
- Collaborate with in-building mentors (just-in -time mentors who guide early career educators' professional practice, orient them to the school and community, and provide social and emotional support) to productively address early career challenges and effectively support them
- Report directly to the IFT Virtual Coach Leader.

### **What We Offer**

Virtual Instructional Coaches will be required to complete professional learning and to dedicate up to five (5) hours per week (on average) over a 36-week school year to virtually supporting from two (2) to eight (8) early career educators instructionally. Coaches will virtually meet with the early career educators one-on-one and in small groups. Coaches will be compensated based on the number of early career teachers they are supporting. The annual stipend will range from \$5,400 to \$6,300 depending on the number of early career educators. Coaches will also be compensated \$300 for the required professional learning sessions and will be eligible for up to 12 professional development clock hours.