

# SCHOOL DISTRICT OF LEVY COUNTY

## CTE Instructional Coach – OPS

### QUALIFICATIONS:

1. Bachelor's Degree from accredited educational institution.
2. Currently possess or eligible to receive a valid Florida Educator's Certificate in a Career and Technical Education Field.
3. Five years successful teaching in Career and Technical Education or three years school based experience in Career and Technical Education.
4. Prior experience in a mentorship or coaching role is highly desirable.
5. Strong understanding of CTE programs, instructional strategies, and curriculum development.
6. Excellent communication, interpersonal, and organizational skills.
7. Ability to provide constructive feedback and support professional growth.
8. Proficiency in using educational technology and resources.

### JOB DESCRIPTION / GOALS:

The CTE Instructional Coach provides essential support and guidance to Career and Technical Education (CTE) teachers within the Levy County School District. This role is designed to enhance the effectiveness of CTE instruction by offering support, professional development, and resources to ensure high-quality education and successful integration into the district's educational framework.

### REPORTS TO:

Coordinator of Career Pathways (CTE Coordinator)

### SUPERVISES: N/A

### PERFORMANCE RESPONSIBILITIES:

1. Provide one-on-one and group coaching to CTE teachers, focusing on instructional practices, classroom management, and curriculum development.
2. Assist teachers in setting and achieving professional goals and in navigating district policies and procedures.
3. Offer feedback and support through regular observations and reflective discussions.
4. Develop and deliver training sessions, workshops, and seminars tailored to the needs of CTE teachers to include connection of standards to industry certifications and CTSO's.
5. Stay current with best practices in CTE instruction and integrate these into professional learning activities.
6. Assist in the review and enhancement of CTE curricula to ensure alignment with industry standards and educational best practices.
7. Provide resources and tools to support effective lesson planning and instructional delivery.
8. Monitor and assess the progress of new CTE teachers, providing actionable insights and recommendations for improvement.
9. Collaborate with the CTE Coordinator and Levy County District Mentors to evaluate the effectiveness of mentorship programs and make necessary adjustments.
10. Foster a collaborative environment among CTE teachers and other educational staff to share strategies and resources.
11. Maintain open lines of communication with new teachers, administrators, and other stakeholders.

### PHYSICAL REQUIREMENTS:

Medium Work Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

### TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

### EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

**Bachelor's Degree: \$27.93 Board**

**Approved: 08/19/2024**