

Instructional Coach- Kindergarten, Achieve Summer 2024

Achieve Miami is seeking an Instructional Coach to lead our Kindergarten teachers that are part of our Achieve Summer program at four sites across Miami-Dade County Public Schools. Achieve Summer is a full-day, six-week program that engages rising elementary students in high-quality academic and enriching summer experiences, while developing the capacity of high school students, and the leadership of professional teachers across Miami-Dade.

The ideal candidate is passionate about elementary education, experienced in facilitating professional development for teachers, and is familiar with Montessori-style instruction. They have taught at Achieve Summer using this framework and may have even brought it into their classroom throughout the school year. They have effective coaching skills, including the ability to provide constructive and ongoing feedback, model effective teaching techniques, and support teachers in their professional growth. They build meaningful relationships with all stakeholders, and intuitively understand team cohesion, dynamics, and interpersonal relationships. They communicate in a positive and non-threatening manner, supporting all in order to quickly problem-solve.

Responsibilities

- Design plans for student summer learning outputs and objectives for the entirety of the summer program and create frameworks for learning that teachers use to guide their practice
- Collaborate with site leadership team to collect and analyze data, then make adjustments to teacher development program as necessary to achieve goals
- Plan and execute weekly PD sessions about innovative teaching strategies
- Facilitate weekly teacher collaborative planning sessions to share best practices and find ways to implement new strategies in their classrooms
- Visit four school sites and conduct coaching cycles with kindergarten teachers focused on weekly learning goals
- Assist and model for classroom teachers as needed

Qualifications

The ideal candidate will have:

- Previous experience with Achieve Miami (preferred)
- A current staff member at Brentwood Elementary, Caribbean K-8 Center, Frederick Douglass Elementary, Jesse J McCrary, Jr. Elementary (preferred)
- At least four years of experience as an outstanding, goal-oriented elementary classroom teacher or Instructional Coach
- Experience teaching in Montessori learning environments (preferred)
- An internalized understanding of the Florida State Standards

Keys to Success

To be successful in this role, you will excel in:

- **Relationship-building:** You develop and maintain strong, collaborative working relationships with a diverse group of stakeholders. You know how to build alliances and find points of collaboration even when there are competing interests.
- **Drive to achieve results:** You have a track record of accomplishing ambitious goals and getting results even when there are obstacles. You set a high bar and meet it, because you think three (or 30) steps ahead to anticipate hurdles and come up with pragmatic solutions. You plan backwards and involve stakeholders appropriately.
- **Inclusive leadership and management:** You approach leadership with a mindset of “power with” rather than “power over” and regularly include others in decision-making. You have experience managing multiple projects and keeping tasks from slipping through the cracks. You use resources wisely, and can manage a team of staff and students to leverage time and talent for impact.
- **Commitment to racial equity and social justice:** You recognize the role of race, income, age, immigration status, language preferences, and other identities in shaping the culture of your site, and you consistently amplify community voices to advocate for more equitable solutions. You recognize how your own identities show up in the work, and welcome, reflect on, and act on feedback with an eye toward continuous learning.

Time Commitment

Attendance at all sessions is mandatory and is a vital commitment to the success of our program. These trainings are designed to equip you with the essential skills and knowledge needed to create a positive and enriching experience for all participants.

Date	Time	Location	Event
March 2	9:30 am - 3:00 pm	TBD	Leadership Team Retreat 1
March 19	5:30 pm - 8:30 pm	Virtual	Teacher Hiring Fair (you will interview Achieve Summer teacher candidates)
April 6	9:30 am - 3:00 pm	TBD	Leadership Team Retreat 2
April 20	9:30 am - 3:00 pm	TBD	Leadership Team Retreat 3
May 18	9:30 am - 3:00 pm	TBD	Staff Retreat
June 1	9:30 am - 3:00 pm	TBD	Staff Retreat

June 10	8:00 am - 3:30 pm	TBD	Site Prep Day
June 11-July 19 (Mondays-Fridays, except June 19 and July 4 holidays)	8:00 am - 3:30 pm	TBD	Program

Compensation:

\$34/hour

Apply

Complete this [application](#) by

- First priority deadline: Friday, December 22, 2023
- Second priority deadline: Friday, January 26, 2024
- Rolling admissions throughout spring

Hiring Manager

This role reports to the Achieve Summer Site Director at each site. The hiring manager for this role is Nicole Murad, Director of Elementary Programs at Achieve Miami. Please reach out with any questions (nicole@achievemiami.org or 305-306-0259).

Who We Are

Achieve Miami seeks to close opportunity gaps for students throughout Miami-Dade by providing meaningful educational programs that demonstrate the power of students learning with and from each other. Learn more at achievemiami.org.