



Academic Coach Job Description

Position Summary: Academic coaches are integral to Academic Coach will work with Site Directors and the Director of Academics and Program Evaluation to provide for the training and coaching needs of Aim High teachers before and during the summer program. They are also expected to communicate Aim High's teaching and learning expectations and coordinate the collection of academic data.

Academic Coaches will attend a training session on Aim High classroom observations, as well as participate in online training on Aim High curriculum prior to the start of the summer sessions. Academic coaches are encouraged to participate in periodic online meetings with other academic coaches.

Duties & Responsibilities may include: (to be determined by Co-Directors):

- Teach 1-2 sections of a Aim High core academic class (unless part time)
- Attend Academic Coach training session prior to Preview Week and periodic online meetings
- Coordinate and/or provide professional development at their site
- Supervise & ensure accurate data entry of and submission of assessments
- Collaborate with Site Directors to assess and provide coaching needs (including observations and teacher mentoring)
- Videotape exemplar Aim High classes / teachers
- Assist teachers with accessing and sharing curricula on Aim High's Teacher Center
- Assist Site Directors in overseeing the submission of student narrative evaluations
- Write a report at the end of the summer highlighting successes, challenges, and recommendations for next summer
- Provide additional resources for teachers

Minimum Qualifications:

- Experience teaching middle school students in a classroom setting
- Experience in providing professional development / mentoring teachers
- Preference for proven Aim High teachers

Compensation and Schedule:

Academic coaches receive a competitive salary for the summer. Salary commensurate with experience. Academic coaches work for six weeks of the program, with additional training prior to Faculty Training week. Please see aimhigh.org for this year's dates, which vary by region.