



ORGANIZATION OVERVIEW

Breakthrough Philadelphia launches talented students, beginning in middle school, on a path to college success and inspires outstanding college students to pursue careers in education.

Breakthrough increases educational opportunity by focusing on the development of both students and teachers. Through academic enrichment and college preparation, Breakthrough prepares students who have limited educational opportunities to attend and succeed at competitive high schools and four-year colleges. Simultaneously, Breakthrough develops future educators by providing professional teaching experiences to college students through its selective residency programs. Breakthrough Philadelphia is part of a national educational movement called The Breakthrough Collaborative, which operates in 25 cities across the country.

POSITION OVERVIEW

The Instructional Coach position is designed for professional educators who are looking to gain experience in teacher training, evaluation and leadership.

Breakthrough is seeking professional Instructional Coaches in **Middle School Mathematics, Science, and Literature/Writing** for its 2017 summer academies. Instructional Coaches work approximately 35 hours per week (Monday - Thursday) during the nine-week summer sessions, from June 19th – August 18th. They also attend 35 hours of pre-summer training on weekends and/or in the evenings prior to June 20. They help prepare, train, supervise, and mentor our college-student Teaching Fellows; their work is essential to our students' and Teaching Fellows' success. Positions are available at our **Drexel University** and **Germantown Friends School** locations.

PRINCIPAL DUTIES

Pre-Summer Orientation and Post-Summer Wrap Up (Weeks 1, 2, and 9)

- Participate in up to 35 hours of pre-program trainings to include online and in-person collaborative work sessions
- Attend the two-week Teaching Fellow orientation (part of the nine-week program commitment)
- Adapt scope and sequence for given subject
- Evaluate student pre-tests and post-tests based on given rubrics; share data with Teaching Fellows, Site Manager, and Program Director
- Review and edit end-of-summer evaluations of students written by Teaching Fellows
- Write end-of-summer evaluations for Teaching Fellows

Summer Program (Weeks 3 – 8)

Lesson Planning

- Oversee curriculum and instruction in core subject area(s) and electives.
- Work with Teaching Fellows to revise and implement daily lesson plans based on student data
- Ensure that Teaching Fellows adhere to lesson plan deadlines
- Provide Teaching Fellows with written/verbal feedback on daily lesson plans and accompanying documents

Instructional Feedback and Support

- Use the Breakthrough model to observe classroom instruction and provide formal support and feedback
- Lead additional training sessions and workshops in collaboration with other staff
- Facilitate weekly department meetings
- Communicate and work with Site Manager and/or Dean of Faculty to ensure progress of students and Teaching Fellows
- Engage fully in the Breakthrough community, sharing our passion for teaching, learning, and leading

QUALIFICATIONS

- Minimum of three years teaching experience

- Data-driven; Excel proficiency and familiarity with Google Drive or other cloud based systems preferred
- Outstanding knowledge of subject matter, content-specific and general teaching resources
- Ability to deliver written and verbal feedback
- Flexible approach to pedagogy
- Ability to work with students and teachers from diverse cultural and economic backgrounds
- Excellent presentation, writing, and organizational skills
- Excellent interpersonal skills and desire to work in mentorship relationships
- Creativity, energy, and ability to exercise agility in educational environments

SCHEDULE

- **May/June-Instructional Coach Orientation***

- **Dates TBD**
- Periodic contact with teachers by email/phone
- Communication with Breakthrough Staff regarding pre-summer responsibilities

- **June 19th to August 18th**

Breakthrough is willing to make accommodations for full-time teachers who have school responsibilities during the weeks of June 19th or August 14th

- Monday, Tuesday and Thursday (9:00 a.m. – 4:30 p.m.)
- Wednesday (9:00 a.m. – 6:30 p.m.)
- Full days on Friday, June 23rd, June 30th, August 18th, and one additional special event Friday

COMPENSATION: \$3750 (varies depending on previous Breakthrough experience and number of supervisees)

FOR MORE INFORMATION: Contact Breakthrough at 215-261-6703 or email mleisman@breakthroughphilly.org

TO APPLY: E-mail Resume and Cover Letter to mleisman@breakthroughphilly.org

Breakthrough is an Equal Opportunity Employer. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status.