



Summer 2023 Instructional Coach Boston, Cambridge, and Somerville Campuses

ORGANIZATIONAL OVERVIEW

About Us and Our Philosophy

Breakthrough Greater Boston (BTGB) is a transformative college access and teacher training program. BTGB offers six years of academic enrichment and college preparation to middle school and high school students with high potential but limited opportunities. Simultaneously, BTGB recruits, trains and inspires a diverse cohort of high achieving college students to become the next generation of urban teachers. Leveraging a Students Teaching Students model, BTGB provides engaging, tuition-free academic programming during the summer and after school. Our students gain the skills and motivation to succeed in rigorous high school courses and, ultimately, in college. Meanwhile, our teachers gain hands-on experience, research-based training and coaching from professional educators.

Over the past eight years, 97% of our graduating students have matriculated to college, and 82% of them have persisted through their undergraduate years. On average, more than 70% of our graduating teachers have gone on to pursue careers in education. After two decades of success at our original Cambridge site, BTGB embarked upon a significant program expansion and opened a second site in Boston in the summer of 2013 and a third site in Somerville in 2018. As an independent 501c3 nonprofit, Breakthrough Greater Boston is part of The Breakthrough Collaborative, a national educational movement working to improve educational outcomes for youth across 25 U.S. cities.

With a deep commitment to our mission, BTGB operates with the highest standards of integrity and best practices, while also enjoying the ability to be innovative and flexible to meet the evolving needs of our students, families and teachers. Our team is diverse, high-performing and dedicated. We continue to build an organizational culture that emphasizes our core values for every member of our community:

- **Spirit:** We cherish and embody the youthful energy and spirit of our students and teachers
- **Continual Learning:** Everyone in our community has something to learn and something to teach
- **Team Together:** We all chip in to accomplish whatever is needed for our teammates and the broader organization
- **Student Centered:** Our students are our first priority and our decisions center around what benefits our students
- **Equity and Opportunity:** We value diversity of identity, background and thought. We treat everyone with dignity and respect
- **Excellence in Everything:** We maintain high expectations for ourselves

Breakthrough Greater Boston encourages individuals of all backgrounds to apply for this position, and we do not discriminate on any basis prohibited by applicable law. We celebrate the diversity of our world and our community, and we seek to build a team that reflects that diversity in every way. We welcome and encourage all qualified applicants who share that same vision, as we wish to engage all those who can contribute to our work and this mission.

THE OPPORTUNITY

BTGB's Instructional Coaches are a team of seasoned teachers who train, mentor and support our young teaching staff. Through regular observation and coaching, Instructional Coaches help our teachers learn to teach effectively, plan diligently and become immersed in education.

YOUR CONTRIBUTION

- Provide guidance and support for teachers in writing lesson plans, developing instructional techniques and implementing classroom management plans
- Observe 4-6 teachers regularly and conduct follow up conferences to provide feedback
- Observe 1-2 junior teachers regularly and conduct follow up conferences to provide feedback
- Ensure junior teachers are integrated into daily department meeting times
- Collect, evaluate and provide feedback for teachers on daily lesson plans
- Facilitate a weekly extended professional development session for teachers on Wednesday afternoons
- Observe, evaluate and provide feedback for teachers based on BTGB's Teacher Excellence Rubric
- Collaborate with Program Directors to ensure teaching fellows are making gains in key professional skills
- Write a summative evaluation for each teacher in your group to be completed by the final day of the Summer Program
- Provide advice and instruction for teachers on "hands-on" teaching techniques and resources
- Collaborate with Program Directors on pre and post assessment administration, data collection and data analysis
- For Math Instructional Coaches: provide targeted, differentiated support for students as determined by Program Director
- Support program management and model effective teacher leadership during key community times such as hallway transitions, snack time, lunch, clubs, and special events
- Support teaching fellows and students in community spaces
- Co-lead instruction and provide classroom coverage as needed
- Support as needed with individual student academic and behavioral challenges

YOUR BACKGROUND AND QUALIFICATIONS

- At least two years of teaching experience (three or more years preferred)
- Teaching degree or certification strongly preferred
- Commitment to and passion for educational equity
- Understanding of the social, emotional and cognitive developmental level of middle school students

- Ability to work with students from diverse cultural and economic backgrounds
- Ability to deliver positive, constructive and honest feedback
- Outstanding presentation, writing and organizational skills
- Energy!

LOGISTICS

Breakthrough is seeking Instructional Coaches for all sites.

Locations for summer programming are:

Boston: One of Breakthrough's 6 school partners (exact location TBD)

Cambridge: Cambridge Rindge and Latin School (459 Broadway, Cambridge)

Somerville: Somerville High School (81 Highland Ave., Somerville)

Instructional coaches work approximately 35 hours per week during the 6-week Summer Program (July 5-August 11). An example schedule is below; the summer 2023 IC schedule is currently being finalized.

- Mondays and Wednesdays (on site): 8 am – 2:30 pm
- Tuesday and Thursday (on site): 8am to 4pm
- 3-5 hours of take-home work each week

All Instructional Coaches will support up to two Friday special events from 8 am-3 pm (dates to be determined by Program Directors). Instructional Coaches will support during pre-summer teacher training from June 20 – June 30 (IC hours are flexible during the pre-summer teacher training).

Instructional Coaches will have 10 hours of pre-summer training in late May/early June.

COMPENSATION

The Instructional Coach is a paid position. The hourly rate is \$25/hour.

HOW TO JOIN OUR TEAM

Apply online at <https://breakthrough.tfaforms.net/306643> or email jobs@btgbmail.org with your resume and cover letter.

For more information, reach out to Carrah Olive-Hall, Director of Curriculum and Instruction, at colivehall@btgbmail.org.

Candidates for employment and employees are considered without regard to race, religion, color, sex, sexual orientation, national origin, disability, citizenship, military status, gender identity, genetic disposition or carrier status, marital status or any other characteristic protected by federal, state or local law.

Thank you for your interest in Breakthrough Greater Boston!