



Instructional Coach

ABOUT AIM HIGH

At Aim High, students unlock their limitless potential by participating in a multi-year summer joyful, enrichment program that empowers middle school students navigating systemic barriers, igniting their love of learning, and yielding real results—97% of Aim High alumni graduate high school and go on to college. Grounded in the Aim High CORE Values (Community, Opportunity, Respect, and High Expectations), every student feels seen and supported. Aim High gives students the confidence to succeed in high school and beyond. Aim High also fosters a supportive professional community where educators - from aspiring to experienced - grow personally and professionally. For more about Aim High, please visit www.aimhigh.org.

Position Summary

Instructional Coaches (ICs) are the academic leaders of our Aim High sites. They establish a learning environment where all students: have positive relationships with teachers and feel a sense of belonging; gain and strengthen the skills to become independent learners; and develop a lifelong love of learning. ICs communicate Aim High's teaching and learning objectives by leading professional development sessions and connecting teachers with Aim High curriculum materials. ICs coach Lead Teachers, Assistant Teachers, and High School Instructional Assistants so that they have a safe space to grow as educators and hone new skills and strategies. They act as mentors and role models to ensure that all Aim High learning spaces are grounded in culturally responsive pedagogy and restorative practices.

This is a six-week position: one week of faculty training and five weeks of supporting middle school students' learning. ICs participate in online training before the start of the summer program.

Duties and Responsibilities

Coaching and Supporting Faculty and Staff

- Lead workshops for campus faculty during training week and staff meetings.
- Assist teachers in setting and working towards meaningful goals.
- Become familiar with all Aim High core curriculum and resources on Aim High's online Teacher Center.
- Distribute Aim High curriculum materials and assist teachers with accessing resources on Aim High's online Teacher Center. Support teaching teams with instructional material preparation.
- Monitor morning preparation time for teachers and provide support as needed, lead bi-weekly team meetings with content specific teams.
- Conduct formal and informal observations, and provide feedback and support to teachers and teaching teams.
- Support Assistant Teachers' growth as educators through weekly coaching meetings and leading professional development sessions geared towards aspiring and novice teachers.
- Support English Language Learners and students with learning differences by sharing

resources with teachers, as well as developing individualized learning plans (as needed).

- Cover and support academic classes if teachers are absent.

Site Leadership Team Support

- Collaborate with Site Directors to ensure effective learning experiences for all students.
- Participate in weekly staff meetings and weekly site leadership team check-ins with Site Directors.
- Provide end of program evaluative feedback to teachers.
- Support with classroom coverage as needed.
- Participate in monitoring daily functions of the day with the leadership team: monitor recess, lunch, and dismissal to ensure all students create a safe environment, and support cultural days and field trips.
- Collaborate and problem-solve with Instructional Coaches across sites through weekly virtual meetings and sharing resources.

Qualifications

You will be successful in this position if you possess the following:

- A deep commitment to Aim High's Mission, Vision, Purpose, and CORE Values
- Bachelor's degree with at least 3 years of full-time teaching experience
- Teaching credential or graduate degree in education or related fields is preferred, but not required
- Prior experience in coaching and/or mentoring educators
- Ability to implement high-quality professional development for staff
- Interpersonal, problem-solving, and organization skills required to facilitate coaching and staff development effectively
- Experience in culturally responsive teaching, as well as project-based and inquiry-based approaches to student learning
- A growth mindset along with a willingness to give and receive feedback

You will be successful in this position if you are:

- Responsible and demonstrate a commitment to social and racial justice, anti-racism, and equity in education
- Committed to and have experience working with underserved youth
- Culturally competent and have an awareness and understanding of the communities being served
- Proficient in Microsoft Office Suite, Google Workspace, and basic knowledge of classroom technology

Bonus Points if you:

- Have dual language abilities (English-Spanish, English-Chinese, etc.)
- Are an Aim High alumni or former Aim High staff member
- Hold a valid Teaching Credential

Job Details

- Reports to: Site Directors
- Location: Aim High has 14 sites across the Bay Area in San Francisco, Oakland, San Rafael, San Pablo, Richmond, Napa, Novato, San Jose, and Tahoe/Truckee
- Classification: Non-exempt from overtime; paid hourly
- Pay ranges from \$33.00 to \$38.75 depending on experience
 - Compensation for this position will be determined following the ranges listed below with additional compensation beyond the beginning of the range for employees who (1) hold a teaching credential and/or an advanced degree in education, (2) have at least 3 years as a classroom teacher or school administrator, and/or (3) have previously served as an Aim High Site Director, Lead Teacher, or in a Specialist role:
 - Employees in their first year as an Aim High Instructional Coach/Academic Coordinator will earn \$33.00 - \$34.75 per hour
- This role will include 4-8 hours of in-person and online training during May
- This is a temporary, full time position for the six weeks of the summer program
 - June 8 - July 17 (Lake Merritt, Fruitvale, East Oakland, Napa, North Beach/Chinatown, Bayview/Portola, San Jose)
 - June 15 - July 24 (San Pablo, Richmond, San Rafael, Ingleside, Mission, Novato)
 - June 22 - July 31 (Tahoe/Truckee only)
- This position is expected to work from Monday - Thursday, 8am to 4pm and up to two family evening events
- Additional hours might be needed for Week 0 and Week 5 of program
- Unpaid Holidays: Aim High's summer program will be closed on Friday, June 19th and Friday, July 3rd

Apply Now: www.aimhigh.org/teach/

At Aim High, we recognize that striving to be a truly anti-racist, diverse, equitable, and inclusive (A.D.E.I.) organization requires deep and long-term commitment. We know that we will make mistakes, and we are dedicated to learning from them. We ask our broader Aim High team – including staff, educators, board members, and supporters – to encourage, challenge, and join us in living out our commitment to A.D.E.I.

Aim High is an equal-opportunity employer. Aim High seeks diversity in its community and affords equal employment and advancement opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, ethnicity, ancestry, sex, sexual orientation, age, physical or mental disability, marital status, citizenship status, medical condition, or any other legally protected status.