



Houston Gateway Academy Charter Schools, Inc.

Elite College Prep Academy

Committed to Excellence in Education

Math Campus Instructional Coach (PK-Grade 6)- Coral Campus

Houston Gateway Academy (HGA) is seeking a campus Instructional Coach to support teachers through professional development, instructional modeling, and regular feedback. The Instructional Coach will work closely with teachers, HGA Curriculum Director, and Campus Principal to improve instructional quality and student achievement in alignment with HGA's expectations.

Instructional Coaching & Teacher Support

- Provide side-by-side and targeted spot coaching (“in the moment”) as needed.
- Use ongoing assessment data to provide targeted feedback and support.
- Model HGA's instructional practices and strategies through co-planning, modeling lessons, co-teaching, gradual release, side-by-side coaching, and video reflection.
- Support novice and experienced teachers in delivering HGA's lesson plans, working closely with HGA's Curriculum Director to make sure lessons are aligned to TEKS and STAAR rigor, as applicable.
- Facilitate grade level meetings.
- Implement interventions.

Professional Learning & Curriculum Support

- Provide regular professional development (differentiated if needed) through coaching, observation feedback, and lesson plan reviews.
- Support teachers in using formative and summative data to inform instruction.
- Model effective use of technology to support instruction.

Data & Continuous Improvement

- Collaborate with campus principal to analyze student achievement data and adjust interventions.
- Guide teachers in using data to plan, monitor, and assess student learning and instructional effectiveness.
- Support campus-wide instructional initiatives and continuous improvement efforts.

Collaboration & Leadership

- Work collaboratively with Special Services staff (Special Education, Bil./ESL) to ensure high-quality instructional outcomes for all learners.
- Organize and facilitate grade level meetings with other campuses.
- Organize and facilitate observations visits for teachers.
- Perform additional duties as assigned.

Preferred Qualifications:

- Bachelor's degree required.
- Minimum of three years of classroom teacher experience.
- Term Contract 10 months