

Pleasant Hill School District



LICENSED POSITION OPENING

Posting #2526-008

March 21, 2025

POSITION: **Instructional Coach K-12**

LOCATION: Pleasant Hill School District

CLOSING DATE: Open until filled. Submit your application materials by Friday, April 4, 2025 in order to be considered during the initial application review process.

START DATE: August 25, 2025

SALARY: \$43,472 to \$87,904

**ABOUT THE
DISTRICT AND
COMMUNITY:**

Pleasant Hill School District serves approximately 975 students in grades K-12 and believes in maintaining the characteristics and qualities associated with a small rural community. Pleasant Hill is located in Lane County that has maintained an undiscovered charm despite being only a short 15-minute drive to the University of Oregon, numerous shopping and dining experiences, and local hospital services. Pleasant Hill's close proximity to both the coast and mountains provides its residents with some of Oregon's greatest hunting, fishing, and outdoor recreation opportunities. The Eugene airport is a close drive away and is the second largest airport in Oregon generating over 800,000 trips annually with services to destinations like Las Vegas, Los Angeles, Phoenix, Salt Lake City, San Francisco, and Seattle.

**ABOUT THE
POSITION:**

Pleasant Hill School District seeks outstanding candidates for the position of Instructional Coach. Successful candidates will possess the following characteristics and experience that support our mission to graduate all students with high levels of academic and personal achievement, ready for post-secondary excellence, and prepared for productive, compassionate citizenship through research-based instruction and a collaborative system of support.

- A belief that every student can learn;
- A commitment to promote the interests of the student(s) first;
- A commitment to foster a safe, healthy and engaging environment;
- The desire to eliminate inequities in student achievement;
- A commitment to promote an inclusive culture that draws on the assets of students, staff and community.

PURPOSE: The Instructional Coach collaborates with teachers and administrators to enhance instructional practice, improve student learning outcomes and support professional development. This non-evaluative role provides individualized coaching, facilitates professional learning communities (PLCs) and promotes research-based instructional strategies.

JOB REQUIREMENTS/ QUALIFICATIONS:

MINIMUM QUALIFICATIONS:

- Current licensure through Teachers Standards and Practices Commission with appropriate endorsement and/or authorization for district assignment AND
- Minimum of seven (7) years of classroom teacher experience. Elementary or Middle School level experience preferred.
- Successfully pass fingerprinting, criminal, Oregon Department of Education and TSPC background checks.

DESIRED QUALIFICATIONS:

- Reading Endorsement (preferred for supporting literacy initiatives across grade levels)
- Experience working with Talented and Gifted (TAG) students is a plus.
- Experience facilitating Professional Learning Communities (PLCs) preferred.

KNOWLEDGE, SKILLS AND ABILITIES:

KNOWLEDGE OF:

- Curriculum & Instruction – Deep understanding of curriculum design, instructional strategies, and best practices for student learning, especially related to literacy.
- Adult Learning Theory – Knowledge of how adults learn and strategies for effective professional development.
- Assessment & Data Analysis – Familiarity with formative and summative assessments, data interpretation, and using data to drive instruction.
- Differentiated Instruction – Understanding of diverse learning needs, including special education, gifted education, and English language learners.
- Education Technology – Knowledge of technology integration strategies, learning management systems, and digital tools for instruction.
- Instructional Models & Frameworks – Familiarity with models such as Gradual Release of Responsibility, Universal Design for Learning (UDL), and Response to Intervention (RTI).
- State & District Standards – Understanding of state academic standards, district policies, and accreditation requirements.
- Collaboration & Team Development – Knowledge of how to build effective Professional Learning Communities (PLCs) and facilitate teamwork among educators.
- Culturally Responsive – Understanding of culturally responsive teaching to foster fairness and belonging in education.
- Classroom Management – Expertise in behavior management strategies and creating a positive learning environment.

SKILLS:

- Coaching & Mentoring – Ability to support, guide, and provide constructive feedback to teachers.
- Data-Driven Decision Making – Skills in analyzing student performance data to inform instructional strategies, especially related to literacy.
- Communication & Active Listening – Strong verbal and written communication skills, as well as the ability to listen and provide meaningful feedback.
- Problem-Solving & Critical Thinking – Capacity to identify instructional challenges and develop creative, research-based solutions.
- Facilitation & Professional Development – Ability to lead engaging workshops, model lessons, and facilitate training sessions for educators.
- Interpersonal & Relationship-Building – Ability to establish trust and build positive relationships with teachers, administrators, and stakeholders.

- Adaptability & Flexibility – Willingness to adjust coaching strategies based on teacher needs and evolving educational practices.
- Conflict Resolution – Ability to navigate difficult conversations and mediate conflicts among staff.
- Technology Integration – Proficiency in using instructional technology to enhance teaching and learning.
- Time Management & Organization – Skills in prioritizing tasks, managing multiple coaching responsibilities, and meeting deadlines.

ABILITIES:

- Facilitate Teacher Growth – Ability to inspire, support, and challenge teachers to improve their instructional practice.
- Model Effective Instruction – Capable of demonstrating best practices through co-teaching and classroom modeling.
- Adapt Coaching Approaches – Ability to tailor coaching methods to meet the individual needs of educators.
- Interpret & Apply Research – Capacity to stay updated with educational research and translate findings into practice.
- Foster a Collaborative Culture – Ability to build a culture of trust, collaboration, and shared responsibility for student success.
- Encourage Reflective Practice – Ability to guide teachers in self-reflection and continuous professional growth.
- Engage Stakeholders – Ability to work effectively with school leaders, parents, and community members to support student achievement.
- Maintain Confidentiality & Professionalism – Commitment to ethical coaching practices and maintaining trust.
- Implement Change Initiatives – Ability to support school improvement efforts and help teachers navigate instructional changes.

ESSENTIAL JOB FUNCTIONS:

Instructional coaching in Pleasant Hill School District is focused on improving learning, growth and achievement of students by providing embedded support and professional learning opportunities to teachers in the following ways:

DISTRICT SUPPORT:

- Administer and report state and local assessments.
- Support Talented and Gifted (TAG) and Enrichment Programs.
- Assist in curriculum adoption and resource selection.

SCHOOL AND TEACHER SUPPORT:

- Collaborate with school leaders to align coaching with district initiatives.
- Provide professional development and facilitate PLC meetings.
- Use data analysis to support instructional improvements.
- Offer individual coaching cycles with teachers based on their needs.

OTHER NOTES:

This is not an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.

HOW TO APPLY:

To be considered for this position the application packet must include the following:
(*Incomplete applications may not be considered*)

- Cover letter
- Current resume
- Oregon Teacher Application Form (available on our website at www.pleasanthill.k12.or.us). A complete TalentEd Recruit and Hire Application is acceptable

- Complete set of college/university transcripts (*unofficial or official-official required upon hire*)
- At least three (3) current letters of recommendation from persons qualified to comment on your skills, abilities and/or preparation for the position.
- Proof of Oregon teaching license

Send completed application materials to: Pleasant Hill School District No. 1
 Attention: Posting #2526-008
 36386 Highway 58
 Pleasant Hill, OR 97455
 -OR-
 Email to: hiring@pleasanthill.k12.or.us

An Affirmative Action / Equal Opportunity Employer

Pleasant Hill School District does not discriminate on the basis of race, color, religion, ancestry, national origin, disability, gender or sexual orientation in admission or access to the treatment of employment in its programs and activities as required by state and federal law. If you have any complaints, please contact our central office at 541-746-9646.

It is our policy to provide qualifying veterans and disabled veterans with preference in employment in accordance with applicable law. Applicants wishing to claim veterans' preference must provide the following military documents verifying their eligibility:

Veterans: A copy of the applicant's Certificate of Release or Discharge from Active Duty (a federal DD Form 214 or 215), which shows character of service upon discharge **OR** a letter from the U.S. Department of Veterans Affairs indicating the applicant receives a non-service connected pension.

Disabled Veterans: A copy of the applicant's Certificate of Release or Discharge from Active Duty (a federal DD Form 214 or 215), which shows character of service upon discharge **AND** a copy of the applicant's veteran's disability preference letter from the U.S. Department of Veterans Affairs (unless the information is included on the DD Form 214 or 215).

For veterans' preference to apply, the required military documents must be submitted at the time of application submission.