**Post**

Vice Principal Instructional Coaching/Teaching and Learning

**Reports to**

Vice Chairman

Principal

**Works closely with**

Senior Team and middle leaders

**Job Purpose**

The Vice Principal Instructional Coach/Teaching and Learning is a senior leadership position. The Vice Principal works closely with the VC and Principal to provide leadership and mentoring to support teachers in their delivery of the Cambridge and CBSE curriculums to enhance student learning.

The Vice Principal will spend a substantial amount of time working in classrooms, directly

With teachers providing in-class coaching, situated and “just in time” training and guidance,

observing, modeling of instructional strategies, and developing instructional plans with teams of teachers or as individuals.

The Vice Principal will lead across the school on teaching and learning initiatives including contributing to the School Improvement Plan.

**Key Responsibilities**

• Facilitate the intellectual, pedagogical and professional development of teachers

• Create positive relationships with teachers and administrators

• Communicate and demonstrate research-based instructional practices that result in increased student performance and improved classroom environment

• Communicate effectively with all members of the school community

• Encourage professional growth and provide organized, individual and/or group learning opportunities for teachers

• Assist teachers with designing instructional decisions based on assessment data and culturally responsive practices

. • Assist teachers in creating materials that are in alignment with the curriculum

• Support teachers with curriculum software products, and classroom/curriculum related technologies

* Lead on the development of the Middle Leadership

• Provide support in analyzing student assessment data

• Support, implement and assess various instructional programs and program effects on student achievement currently being used by Khaitan Public School

* Be part of the team developing a three year rolling School Improvement Plan (SIP)
* Lead on aspects of the School Action Plan (SAP) for each year
* Be part of the School Leadership Team (SLT)

**Person Specification**

* Bachelor of Arts in Education or a relevant subject – essential

Recognized Qualified Teacher Status - essential

Masters of Arts, Science or Education - desirable

* 5 plus years teaching experience – essential

Instructional Coaching experience that can be evidenced – essential

Leadership experience – essential

Experience of Cambridge board – essential

Capacity to learn and understand CBSE board requirements – essential

* Experience of teaching overseas – essential
* Sense of humor and adventure - essential!
* 3 checkable references including most recent employer - essential