



Bangkok Patana School
The British International School in Thailand
Established 1957

Job Description

Instructional Coach; Lead Practitioner – Primary School

School: Primary

Allowance Group: C

Teaching Allocation: 40% of contact periods (but not their own class)

Reports to: Primary Principal

Direct Reports: Cover team

Role & Position in the Organisation:

The Instructional Coach plays a pivotal role in elevating teaching practices and positively impacting student learning outcomes. This is a new middle leadership position with three key areas of responsibility:

Strategic

Working with the Primary Leadership Team and middle leaders to identify priority areas by:

- providing support in collecting and analysing student data at a class, cohort and school level;
- contributing to the development of strategies and action plans based on data analysis;
- Providing expertise in instructional practices to achieve student focused goals;
- providing insights and recommendations for long-term instructional improvement;
- leading CPL on specific priority areas;
- supporting new staff onboarding.

Instructional

Working with teachers across the Primary school by:

- assisting in making instructional decisions based on data;
- modelling effective instructional strategies;
- team teaching, modelling lessons and providing coaching feedback from observations;
- support with lesson and curriculum planning;
- sharing expertise of evidence based strategies;
- celebrating student learning by organising the 3-way conference events.

Operational

Ensuring high quality provision and seamless day-to-day operations by:

- managing and responding to planned and unplanned staff absences;
- allocating appropriate cover each day;
- line managing the cover team.



Responsibilities, by area

Goal I: We focus on continually improving learning

Strategic Area 1 – Teaching and Learning – The Instructional Coach will:

- work with the Primary Leadership Team (PLT) and middle leaders to identify priority areas which ensure high quality standards of learning and teaching;
- provide support in analysing data to help inform instructional decisions;
- model effective instructional strategies;
- team teaching and modelling lessons;
- support teachers with lesson and curriculum planning;
- coach individual teachers to identify specific student focused goals which improve classroom learning.

Strategic Area 2 – Professional – The Instructional Coach will:

- manage and respond to all planned and unplanned cover needs;
- collaborate with individual teachers to identify specific professional development needs;
- design and deliver personalised coaching sessions to identify student focused goals and specific areas for growth;
- serve as a mentor and dialogical coach to new teachers and assistants, providing support and guidance;
- act as Professional Growth Cycle (PGC) reviewer for members of the Primary cover team;
- work with the Cross Campus Vice Principal, Continued Professional Learning and the Primary Principal to organise and contribute to staff development where appropriate;
- maintain and regularly update the Instructional Coaching platform on Firefly;
- assess the impact of coaching programs.

Strategic Area 3 – Culture and Communication – The Instructional Coach will:

- foster a supportive partnership with teachers to reflect on and refine their instructional practices;
- promote a collaborative learning culture encouraging the exchange of ideas and best practices in line with the [7 Partnership Principles](#);
- be high profile in all Year groups and around the school;
- lead presentations to parents on aspects of learning;
- contribute articles to school and other media;
- ensure exemplary standards of behaviour and personal responsibility.

Goal II - We align our structure, policies and practices to support learning

Strategic Area 1- Policy and Planning – The Instructional Coach will:

- contribute and develop policies relating to learning and teaching;
- continue to link the Learning & Teaching policy with instructional strategies;
- work to embed and refine the PGC alongside the Cross Campus Vice Principal, Continued Professional Learning;

Strategic Area 2- Finance and Resources – The Instructional Coach will:

- consult with PLT on any resourcing matters to support teaching and learning.

Strategic Area 3 – Admissions – The Instructional Coach will:

- assist in school tours, where appropriate.



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Strategic Area 4 – Health and Safety – The Instructional Coach will:

- keep a watching brief on health and safety matters and be proactive in reporting to the Year Group Leader (Pastoral) any perceived risk;
- attend all compulsory Continuing Professional Learning (CPL) sessions linked to student safeguarding, First Aid, English as an Additional Language (EAL) & Support for Learning (SFL);
- understand and adhere to the student safeguarding policy, code of conduct and methods of reporting a concern;
- safeguard students against all foreseen risks.

Strategic Area 5 – Facilities – The Instructional Coach will:

- advise the PLT on the most effective future use of facilities if required.

Candidate Profile

The successful candidate will be able to meet most or all of the essential criteria (E) and may also meet some of the desirables (D) of experience, skills/attributes and qualifications.

Profile	E	D
At least 4 years teaching experience in Primary settings	*	
At least 2 years' experience as a lead teacher or middle leader	*	
Knowledge and understanding of coaching approaches	*	
Tenure within a large school setting		*
Experience of working with large and diverse teams		*
International school experience		*
Experience working with the British curriculum		*
Strong collaboration and communication skills	*	
Innovative and solution focussed	*	
Genuine, warm and people orientated	*	
Effective organisational and time management skills	*	
BSC/BA/BED or equivalent degree	*	
GTP/PGCE/iPGCE or equivalent	*	
Coaching qualification eg: ILM L3		*
Evidence of recent professional learning	*	
Recent safeguarding training	*	
M.ED or NPQ		*



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Mission

Our mission is to ensure that students of different nationalities grow to their full potential as independent learners in a caring British international community.

Vision

We develop global citizens who shape their world through independence, empathy, creativity, and critical thinking.

Values

Well-being	Learning	Global Citizenship
We are Protected, safe and secure Motivated and engaged Responsible and honest Kind, compassionate and respectful Balanced and fulfilled	We are Rigorous, inquisitive and creative Collaborative and confident communicators Critical, reflective thinkers Resourceful and resilient	We are Conscientious role models Committed to integrity and equity Diverse and inclusive Ethical and informed Active stewards of the environment and our communities

Student safeguarding

Bangkok Patana School is committed to safeguarding and promoting the welfare of its students and expects all staff to share the same commitment.

DEIJ Commitment

Bangkok Patana School is committed to ensuring our community is diverse and inclusive and there is equity for all regardless of age, physical or neurodiversity, gender, race, religion or belief, sexual orientation, marital or pregnancy/maternity status and we expect all staff to share that commitment.