



NEW: Submitted:
01/14/2020 01/14/2020

JOB TITLE:	MENTOR TEACHER RESIDENCY
DIVISION	ACADEMIC SCHOOL
SALARY SCHEDULE/GRADE:	EXTRA SERVICE SALARY SCHEDULE
WORK YEAR:	COACHING SEASON
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	6220
BARGAINING UNIT:	CERA

SCOPE OF RESPONSIBILITIES
The Mentor Teacher Residency is primarily responsible for coaching and supporting a resident along their residency experience. During the Louisville Teacher Residency program, residents work with a mentor teacher and a residency coach in order to demonstrate skills acquired in previous professional training and to begin to extend these abilities as they grow into the teaching profession.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Adheres to the "structured, gradual release of responsibility" schedule as outlined in the Louisville Teacher Residency (LTR) Expectations Matrix
Facilitates consistent and structured opportunities for Residents to observe Mentor Teacher classroom practices
Ensures regular opportunities for Residents to engage in guided and independent practice as outlined in the LTR Expectations Matrix
Provides Residents with timely lesson plan feedback on weekend/per terms outlined in Mentor Teacher Residency Agreement
Dedicates time each day for debriefs and reflective conversations with Residents
Models collaborative practices with content area/grade-level partners and Diverse Learner teachers
References LTR Coaching Framework to inform and support daily execution of mentoring duties
Upholds terms of Mentor Teacher Residency Agreement, formally revising based on Triad/Diad needs
Models clear and coherent lesson and unit annotation and planning alongside Residents
Models use of IEPs and 504 plans to ensure Residents can replicate instructional decision-making for diverse learners
Ensures Residents maintain regular contact with students' families after modeling best practices for communication
Models clear and coherent classroom practices for Residents as noted in the LTR Expectations Matrix
Maintains regular communication with Coach Residency around Resident performance in all four Domains
Provides Residents opportunities to complete University/program-related tasks
Completes University-related evaluations in concert with liaison and supervisors
Collaborates and maintains contact with University partners, liaisons, and supervisors around Resident progress and performance
Evaluates resident performance using cycle Scorecard and Scorecard Rubric
Differentiates coaching supports for Residents based on performance needs and data
Implements Resident remediation plans developed with Coach Residency
Leads and/or actively participates in school-specific and contracted partner-led professional development
Cultivates and sustains positive and professional relationships with colleagues, Residents, school and network leaders

Collaborates with grade-level partners, diverse learner teachers, school cluster teams, partner-site mentors, etc.
Performs other duties as assigned by supervisor
Completes all trainings and other compliance requirements as assigned and by the designated deadline
PHYSICAL DEMANDS
The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push, or pull light weights.
MINIMUM QUALIFICATIONS
Master's degree or above, in an education-related field
Kentucky teaching certificate and at least four years of successful teaching experience
Experience working in high-needs, urban schools
Effective communication skills
DESIRABLE QUALIFICATIONS
Demonstrated leadership ability
Demonstrated ability to write distinctly and to organize data
Experience in planning, developing, and conducting in-service programs
Experience in a diverse workplace