



## **Anytime Anywhere Learning Foundation Coach**

### **Job Description**

The Anytime Anywhere Learning Foundation (AALF) is seeking innovative educators to work as AALF Coaches on an as-needed basis. The ideal candidate is someone who believes strongly that laptops can play a powerful, creative role in learning and teaching.

AALF Coaches are independent contractors for specific coaching contracts entered into by the Foundation and a North American school or district.

#### **Role**

The focus of the Coach's work is to participate in a coaching/professional development plan for one or more schools or districts interested in establishing a partnership coaching/PD program with the Foundation and to help ensure that the client's needs are met within the scope of the contracted Coaching/PD plan. AALF Coaches are expected to:

- Help identify school/district technology teaching and learning needs, barriers and weaknesses through needs analysis, organizing and implementing problem-solving actions with teachers and administrators;
- Work with teachers, teacher leaders, and administrators, both face-to-face and virtually, to align 1:1 strategies, set goals, refine their knowledge and skills in terms of the effective use of technology in the curriculum, and provide feedback and support in terms of 1:1 instructional practices across content areas.

Each AALF Coach is responsible for managing his or her own coaching time and contractual responsibilities. This includes:

- Fulfilling all required coaching hours assigned to him or her by the Lead Coach based on the specifications in the client coaching contract for each assigned contract.
- Providing the Foundation on a regular basis with a short written report for each school/district in which the coach has worked, describing his or her coaching efforts and the outcomes.
- Along with the Lead Coach, providing each client with a short evaluation of coaching and 1:1 implementation progress based on a mutually agreed on schedule in the client coaching contract.
- Following the coaching format established by the Foundation, including, where appropriate, the AALF 21 Steps to 21st Century Learning and the AALF Phases of Coaching/Professional Development materials and methodology, as well as other coaching and professional development materials, tools, and significant practices developed by AALF.
- Using his or her best efforts to market and otherwise promote the Foundation and its coaching services, for example, in webinars or at conferences.

## Requirements

- Experience as an innovative classroom teacher (or special area teacher) who successfully integrated the use of instructional technology to enhance student learning with demonstrable results.
- Knowledge and use of a rich array of instructional practices/strategies.
- Demonstrated success in modeling effective use of current instructional technology.
- Demonstrated deep knowledge of one or more instructional content areas.
- Skills in collecting, analyzing and using data.
- One or more years of teaching experience in a 1:1 classroom plus at least two additional years teaching experience in a technology-rich classroom.
- Two or more years of experience in adult coaching/mentoring scenarios and/or leading school level teacher and/or administrator workshops.

An advanced educational degree (M.A., M.S., Ed.S., Ph.D/Ed.d) and/or certifications in support of curriculum and technology integration in the core academic areas is an asset.

Coaches must be available to travel to sites within the USA or Canada several times a year. It is expected that all AALF Coaches will participate in two AALF online training sessions for coaches prior to their first contract work, as well as two online coaching collaborative meetings per year.

## Key Attributes of a Good Coach

In addition to the above requirements, AALF Coaches should possess the following attributes:

- Good listener, with excellent social skills, and able to work closely with staff.
- Enough depth and breadth of pedagogical knowledge and strategies to help teachers who are at various stages of technology integration.
- Knowledge of how to organize/structure a technology-rich classroom and awareness of relevant classroom management skills.
- Plans technology rich activities or projects with individual teachers
- Knowledge of effective grouping strategies and able to partner with staff in developing integration opportunities.
- Knowledge of curriculum framework and how technology can support it.
- Recognized by co-workers as a strong teacher - perhaps an outstanding teacher - who keeps teachers up to date with current research on issues related to the integration of learning technologies.

The Foundation provides materials, resources and assets for use in coaching contracts as well as opportunities to network and access ongoing coaching support through various online applications, such as online discussion boards, and/or a private coaches' community, including materials and discussion boards online. AALF markets its coaching services via its web site, newsletter, and other opportunities, through print materials and other marketing vehicles.

*The Anytime Anywhere Learning Foundation (AALF) is a 501(c)3 non-profit organization. Its goal is to ensure that all children have access to unlimited opportunities to learn anytime and anywhere and that they have the tools that make this possible. To achieve this, AALF helps schools develop visionary leadership and knowledgeable, innovative educators.*

For additional information or to apply, contact us at Support Services, [service@aalf.org](mailto:service@aalf.org).