

## SCHOOL DISTRICT OF SARASOTA COUNTY

### JOB DESCRIPTION

#### STUDENT SUCCESS COACH 9-12

#### **SALARY SCHEDULE: INSTRUCTIONAL**

#### **COST CENTER: DISTRICT WIDE**

#### **MINIMUM QUALIFICATIONS:**

- Bachelor's degree from an accredited university, preferably in relevant education or instructional fields. Postgraduate degrees or equivalent experience are a plus.
- Valid Florida Professional Teaching Certificate and authorization to teach the assigned subject areas(s).
- Experience working with at-risk students and families.
- Minimum of 3 years teaching experience.

#### **KNOWLEDGE, SKILLS, AND ABILITIES:**

- Builds positive relationships and collaborates effectively with administrators, faculty, district staff, students, and families.
- Possesses exceptional written and verbal communication skills to engage diverse audiences.
- Demonstrates strong interpersonal skills and excels at conflict resolution, stress management, and team collaboration.
- Collaborate with families and school personnel to assess student needs and develop effective prevention and intervention initiatives to keep students engaged and on track.
- Act as a liaison between the Student Services Department, community groups, juvenile justice, and school administration to ensure aligned services and a strong support network.
- Draft clear and concise documents, reports, and presentations on sensitive student matters.
- Connect students with all available school and community-based resources for a holistic approach to success.
- Maintains flexibility, independence, and efficient time management to consistently achieve goals.
- Commits to continuous personal and professional growth to stay abreast of best practices and innovations.

#### **REPORTS TO:**

School Principal

#### **JOB OBJECTIVE:**

This objective emphasizes the proactive and future-oriented approach of the Student Success Coach role. By providing a comprehensive support system to address both academic challenges and behavioral issues. The coach will guide students to connect their current efforts with their long-term goals, including graduation and beyond. They will collaborate with students and families to establish clear, measurable goals and track progress throughout the year.

#### **SUPERVISES:**

N/A

#### **PERFORMANCE RESPONSIBILITIES:**

- Maintain an active presence within the school community to promote graduation and post-secondary goals.
- Conduct student and family assessments to identify academic, behavioral, and social-emotional needs.
- Develop and implement individualized intervention plans to address student challenges, in collaboration with teachers, counselors, and families.
- Monitor student progress towards goals using data collection tools (e.g., grades, attendance, behavior records).

## **STUDENT SUCCESS COACH 9-12 (Continued)**

- Provide academic support services (e.g., tutoring, study skills workshops) or connect students with appropriate resources.
- Implement and monitor behavior intervention plans to promote positive behavior and classroom success.
- Refer students to additional services (e.g., mental health counseling, community resources) as needed.
- Build positive relationships with at-risk students and their families.
- Collaborate with teachers, counselors, social workers, and administrators to develop a coordinated support system for students.
- Communicate effectively and sensitively with families regarding student progress and program involvement.
- Maintain confidentiality of all student information according to district policies.
- Assist with the development and implementation of new programs and initiatives to support at-risk students.
- Participate in professional development opportunities to stay current on best practices in at-risk student intervention.
- Collect and analyze data to track program effectiveness and identify areas for improvement.
- Prepare reports on student progress and program outcomes for school administration and external stakeholders.
- Identify and develop partnerships with community organizations to expand resources available to students.
- Stay up to date on state and federal regulations regarding student support services.
- Model a positive and professional attitude, contributing to a collaborative and supportive school environment.
- Consistently deliver tasks on time and to a high standard.
- Willingly accepts and fulfills additional duties assigned by the Principal.

### **PHYSICAL REQUIREMENTS:**

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds frequently to move objects. The demands of possible extended workdays for meetings, professional development, training, and/or community/school/district events require a high level of physical and mental endurance. This job requires the ability to handle and balance multiple demands simultaneously.

### **TERMS OF EMPLOYMENT:**

- Salary and benefits shall be paid consistent with the district's approved compensation plan.
- Hours of employment shall be those established by the district. ~~(000)~~

### **EVALUATION:**

The performance of this job will be evaluated in accordance with the provisions of the Board's policy on the evaluation of personnel.

## **Job Description Supplement No. 03**

**STUDENT SUCCESS COACH 9-12 (Continued)**