



Amana Academy is seeking educators with a sense of adventure and curiosity to work in a diverse, supportive and collaborative environment with a “We are Crew” mindset. Established in 2005, our demonstrated track record of empowering students to do more than they think possible has resulted in Amana being among the most well-regarded public charter schools in the state of Georgia.

We use the Harvard-based [EL Education](#) model as the foundation for our cross-curricular STEM program powered by design thinking. EL provides a holistic framework for measuring student success, placing as much emphasis on character development and quality craftsmanship as it does on academic achievement.

Our flagship campus is located in Alpharetta and is authorized by Fulton County Schools and the Georgia Department of Education. It is open to students in grades K-8 who reside in the Fulton County Schools district. Our West Atlanta campus, opened in August 2022, is located in Smyrna and is authorized by the State Charter Schools Commission. It serves students in grades K-6 residing in the state of Georgia, and is planned to expand each year. Both campuses are tuition-free.

#### AMANA ACADEMY, INC. JOB DESCRIPTION

**Job Location:** Amana Academy -Smyrna Campus  
**Job Title:** Instructional Coach  
**Department:** Teacher Support  
**Reports To:** School Principal or Appropriate Designee  
**Status:** Full Time Exempt  
**Work Schedule:** 200 Workdays  
**Start Date:** July 2026

#### DOING WORK THAT MATTERS

As a member of the school's core leadership team (CLT), the Instructional Coach functions as an instructional guide and serves as a facilitator and coach, working directly with the EL Education school designer, principal and faculty to promote teacher instruction that is alive with discovery, inquiry, critical thinking, problem solving, and collaboration, and improves the quality of teaching and students learning through the use of the Georgia Performance Standards (GPS).

It is important that the Instructional Coach:

- Understands the vision of a STEM-themed EL school
- Understands the EL Education model (its core practices, language, and services), STEM Education and Design Thinking practices
- Has a good working relationship with the faculty
- Can speak frankly to the principal, assistant principals, and school designer about issues and concerns

The position entails:

- Working with the principal, school leadership team and EL school designer to plan and lead professional development respecting teachers and other staff members as creative agents in their classrooms and as professionals continually seeking to improve their craft.
- Providing ongoing assistance to the faculty & staff with any aspect of design implementation linked to school improvement
- Articulating the progression of STEM-themed interdisciplinary learning expeditions, case studies, and projects through the school year
- Ensuring high-quality instruction by monitoring progress/data related to specific goals and sharing that data with the faculty
- Coaching teachers and department heads to ensure high quality learning across all classrooms in the school

## ESSENTIAL DUTIES

- **Works closely with School Administration** to design, implement and support the EL Work Plan, school structures and experiences that demonstrate Amana's commitment to an integrated EL - STEM Design Thinking instructional concept
- **Coordinate professional development** to ensure that implementing and utilizing the core practices of Amana's Instructional North Star and the EL model is a means to achieving the school's mission, grounded in high student achievement and aligned to the EL Work Plan
- **Meet regularly with teachers/teams** during common planning time or other regularly scheduled sessions to collectively discuss issues focused on: integrated/interdisciplinary curriculum, instruction, assessment, and culture, as linked to the school's work plan.
- **Provide coaching** to help teachers build a strong culture, implement STEM-themed learning expeditions/case studies, and use engaging instructional and assessment practices as linked to the school's work plan. Provides support to teachers in classroom organization, management, lesson planning, data dives, and instructional strategies through training, observation, feedback and coaching. Provides assistance to teachers in the implementation of the instructional components in the core content areas.
- **Drive Results** by collaborating with instructional teams of teachers to assist with planning, assessment and intervention support for the most at-risk students.
- **Support teachers** in other ways, including modeling lessons, assisting with developing fieldwork or service learning opportunities, connecting with community partners and expert visitors, navigating scheduling issues, and providing resources.
- **Meet regularly with Department Heads and Principal** to ensure differentiated PL times and crew collaboration times are driving towards results and goals of work plan.
- **Build common understanding** among faculty that EL Education is a school-wide model through a variety of opportunities (eg. learning walkthroughs). The goal is an accurate, shared knowledge of the design as an approach to teaching and learning and of interdisciplinary competencies aligned to Amana's portrait of a graduate, EL and STEM Design Thinking implementation vision.
- **Oversee EL Education and STEM Credentialing** effort working with key leaders
- Ensure **High Quality Pillar Events** such as Expeditions kick offs, Panels, Field Studies, COLs, Passages through co-planning, feedback, observation, providing models and learning walks, reflection and revision.

## ADDITIONAL RESPONSIBILITIES

- Attends meetings, training workshops and educational conferences to maintain and improve professional competence.
- Demonstrates advanced proficiency with various computer-based software (SIS, Microsoft Office, Graphing Tools, Data Dashboards)
- Assists administrators and other staff members in the orderly, expedient and safe transition of students from one location to another.
- Prepares adequately for responsibilities to be assumed when absent
- Integrates appropriate technology into classroom instruction
- Avoids behaviors which detract from staff morale
- Required to have prompt, regular attendance in-person and be available to work on-site, in-person during regular business hours and as needed.
- Performs other duties as assigned by the appropriate administrator

## WHAT YOU NEED TO SUCCEED (MINIMUM QUALIFICATIONS)

- Knowledge of K-8 Curriculum in core contents
- Deep understanding and belief in EL
- Education: Bachelor's Degree or beyond from a regionally accredited university required
- Certification/Licensure: Valid Georgia Professional Standards Commission Certification in applicable field required, or must be eligible to hold a valid Georgia Certificate. Leadership certificate or related certifications preferred
- Experience: Minimum 5 years of experience as a teacher, school counselor or instructional coach required. (Advanced training and/or minimum 2 years of experience implementing Response to Intervention models and programs or Minimum 2 years as a school-based MTSS (RTi)/SST Chair preferred.)
- Proven communication and instructional strategies
- Classroom management skills
- Excellent communication skills both orally and in writing
- Excellent organizational skills
- Ability to design and implement interdisciplinary units of study
- Ability to use open-ended and problem solving approaches of instruction
- Knowledge of curriculum design and implementation
- Knowledge of assessment principles and design
- Ability to develop and deliver training to adult learners
- Ability to interpret data
- Strong organizational, communication, and interpersonal skills

## ENVIRONMENT

- Staff must be comfortable teaching and leading students in both an indoor and outdoor setting.
  - Staff must possess and demonstrate an innate comfort with flexibility and being able to adapt to new circumstances.
- Physical Demands:
  - Ability to lift and carry 30-50 pounds with assistance
  - Ability to push or pull a maximum of 50 pounds
  - May require stooping or crouching

**APPLICATION INSTRUCTIONS:** IMPORTANT: Please follow this format for efficient consideration.

1. Email [jobs@amanaacademy.org](mailto:jobs@amanaacademy.org) Be sure to put your LAST NAME and TEACHING POSITION you are applying for in the Subject line; eg, "Smith Elementary Classroom Teacher"
2. In the cover letter, indicate how your past experiences connect with EL Education principles ([eleducation.org](http://eleducation.org)) and the Amana vision, mission and guiding principles (<https://amanaacademy.org/about/vision-mission/>).
3. Attach your current resume.

*Amana Academy is an equal opportunity employer. Amana Academy does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.*