

SAINT FRANCES CABRINI PARISH

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SAINT FRANCES CABRINI SCHOOL

529 West Hawthorn Drive | West Bend, Wisconsin 53095

phone: 262.334.7142 | fax: 262.334.8168

www.saintfrancescabrini.com/school

Devoted with her to His Heart

Saint Frances Cabrini School Position Description

Position Title: Learning Coach
Compensation: Based on annual Archdiocesan personnel survey and personnel committee recommendation
Status: Part Time 15 hours weekly
Department: Grade School

Primary Function of This Position:

The teacher will teach using Archdiocesan Learning Standards to educate our students in a loving and nurturing way.

Major Responsibilities and Regular Activities

- Provide individual or small group instruction to struggling students
- Provide organizational supports to students lacking in this area
- Collaborate with teachers and parents to achieve best outcomes for students
- Works with students that could be struggling or high achieving in grade K5-8th grade

Skills and Knowledge Required:

- State of Wisconsin licensure or licensure plan required
- Provides high quality instruction to individual students and small groups
- Uses data to provide instruction to students and to bring their skills to grade-level
- Collaborates with teachers, administration, and families to help identify best practices for individual and small groups of students
- Uses identified research-based interventions focuses specifically on individual student needs
- Maintains data-based documentation of continuous monitoring of student performance and progress
- Provides data to school teams and participates in decisions about student progress
- Communicates with teachers, administration, and families regarding student progress
- Assists with identifying students for placement in intervention groups
- Participates in meetings with teachers, administration, and families to discuss student placement and progress
- Supports implementation of assessment tools and data management systems

Supervision: This position reports to the principal.
This position supervises none.

Preferred Start Date: August 22nd

Please submit cover letter and resume via email to Principal Will Waech

wwaech@wbparishes.org

This position description is intended to describe the general nature and level of work being performed by the person(s) assigned to this position. It is not intended to be an exhaustive list of all responsibilities, activities, and skills required of the job and people in the job.