



Job Posting: **Corps Member Learning Coach**

About [North Carolina Education Corps \(NCEC\)](#)

NCEC was launched in September 2020 by the North Carolina State Board of Education and the Office of the Governor to connect caring adults to students to eliminate barriers to opportunity and unlock student potential. Now as an independent 501(c)(3) not-for-profit, NCEC partners with schools to recruit, train, and coach “corps members” who work for schools as high-impact tutors.

Why high-impact tutoring? NCEC was created to support school personnel and students during COVID-19 and beyond. COVID-19 exacerbated challenges that have long existed in North Carolina. For example, prior to the pandemic data showed that only 36% of North Carolina’s fourth graders could read at or above grade level. State results for the past two years showed young readers in North Carolina falling even further behind due to lost instructional time and added stressors.

High-impact tutoring is an evidence-based approach used to accelerate student learning. As high-impact tutors, NCEC corps members provide targeted 1-on-1 to 1-on-3 support to students to extend the reach of teachers and accelerate student growth. For now, all corps members work with K-3 students to help the students master phonics – a foundational skill for learning how to read. It’s life-changing for students and for corps members.

For more information on NCEC, check out our [launch video](#), [program overview](#), [2021-2022 impact brief](#), and an overview of our [growth trajectory](#).

EEO

North Carolina Education Corps (NCEC) is an Equal Opportunity Employer that does not discriminate based on actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability or handicap, sex, marital status, veteran status, sexual orientation, genetic information, arrest record, or any other characteristic protected by applicable federal, state or local laws. We encourage applications from diverse candidates.

Job Summary

The Learning Coach’s primary responsibility is coaching Corps Members. This position leads a cohort of corps members, developing them as literacy tutors, trained in key literacy competencies based in the science of reading and effective tutoring techniques working with a diverse student body of kindergarten-3rd graders. This position works directly with staff at partner school districts and charter schools to review program implementation and promote program fidelity to NC Ed Corps program guidelines.

Because NCEC is a high-growth nonprofit, the Learning Coach must enjoy working in an entrepreneurial environment that is fast-paced, mission-driven, and results-oriented. We



seek candidates from diverse backgrounds with a passion for our mission, drive for results, care for students, adaptability, resilience, and humility. A good sense of humor goes a long way too.

Responsibilities

- Help recruit the strongest possible team of corps members
- Attend info sessions and open houses
- Leverage your network to share about NCEC openings and referral opportunities
- Coach corps members to become highly effective early literacy tutors
- Develop an individualized learning plan for each corps member assigned
- Following the plan, coach corps members in 1x1 and small group sessions, and facilitate observations with follow-up feedback. Focus areas for coaching include:
 - early literacy instruction, especially phonics and phonological awareness
 - effective strategies for establishing strong relationships with young children
 - effective tutoring strategies for engaging young students
 - effective strategies for fostering social-emotional learning in tutoring sessions
- Manage NCEC slack channels to enhance corps member engagement
- Ensure that corps members are utilizing the NCEC tutoring log each day of tutoring in order to manage student tutoring records, communicate student progress, and monitor and adjust tutoring to the high-impact model, as outlined in the NCEC participation agreement with each district and charter school
- Maintain accurate and detailed records of coaching sessions with corps members using HubSpot and Power School

Support program implementation of high-impact tutoring model with partner schools in the following ways:

- Participate in annual school-level implementation planning meetings with principals and literacy tutoring leads
- Maintain communication with the literacy tutoring leads at each school where assigned corps members are working
- Meet with each literacy tutoring lead and the corps members working at the school at least once each semester to review the corps member's coaching plan and progress
- Become familiar with the local literacy intervention resources and, where possible, engage with the literacy curriculum training that the district/school provides the corps members
- Contribute to the district-level fall and spring implementation check-ins facilitated by the NCEC school partnership directors

Perform other related duties as requested and as responsibilities dictate.



Qualifications Required

- Bachelor's Degree
- At least two years of experience achieving ambitious outcomes as a classroom teacher
- At least two years' experience coaching adults in the area of early literacy
- Highly organized and highly detail-oriented, with strong project management and organization skills; able to perform and prioritize multiple tasks seamlessly
- Exceptional verbal and written communication skills
- Highly proficient with Microsoft Office Suite, Google Workspace (e.g., Google Drive), Zoom, and be able to pick up other applications, such as PowerSchool and HubSpot, quickly

Preferred

- Educators who have deep knowledge of the science of reading
- Experienced grade level leads, reading interventionists, and curriculum planners
- Passion for and familiarity with the public education sector as well as the nonprofit sector, and the organization's mission
- Proven ability to use outstanding interpersonal skills to build relationships and negotiate challenging situations, often with senior leaders, in a friendly and professional way
- Proactive approach to problem solving, with strong decision-making capability
- Highly resourceful team player, with the ability to be extremely effective independently
- Comfortable in a fast-paced, high-growth organization; demonstrated ability to exceed performance goals, meet deadlines, and adapt to changing circumstances

Impact Opportunity

Contribute to a once-in-a-generation initiative to advance student achievement in North Carolina with a whole child and educational equity and opportunity focus

Opportunity to contribute at NCEC at an early stage while it is on a trajectory to become an important fixture in North Carolina's education landscape

Additional Information

This coach will serve the Sandhills region of North Carolina and possibly adjacent counties to the region. In Spring 2023, this coach will work with Scotland County Schools and Hoke County Schools. This list is subject to change regionally with the 2023-2024 school year. This is primarily a remote position, but regular, local travel is required for in-person visits at your assigned corps members' school and quarterly in-person sessions at the Raleigh office.

Pay and Benefits

The hiring range for this position is \$50,554–\$62,824 per year, depending on experience. The position will receive generous company benefits, including company paid health, dental,



vision, life, STD and LTD insurance coverages, Flex Spending Account (FSA), 401k with matching, 10 paid holidays, paid sick leave, paid bereavement leave, 15 days of paid annual leave.

How to Apply

Please apply through the simple application form on our website: nceducationcorps.org/careers. PDF format is preferred for resumes.