**CONTRACT ANNOUNCEMENT**

**Position:** Regional Title III-A Consortium English Learner Coach

**Term**: July 1, 2025, through June 30, 2026

**Organization:** Idaho State Department of Education

**Program Coordinator:** Maria Puga

Telephone: 208-332-6905

Email: [mpuga@sde.idaho.gov](mailto:mpuga@sde.idaho.gov)

**Classification**: Full or Part Time Contract Position   
Shape

**Position Description:** The Regional Title III-A Consortium English Learner Coach will train, coach, and support Title III-A Consortium administrators and educators to learn about the English Learner (EL) laws and requirements. This includes state and federal guidance, Idaho ELD standards, developing a core instructional program, assessment, and using data to improve the district’s EL program. The EL Coach will work with districts opting into the Idaho Title III-A Consortium. The successful candidate will have experience teaching English Learners in the classroom as well as providing professional development to teachers on EL instructional models. The candidate will have responsibility for three regions in Idaho. This is a remote position that will require virtual and in-person coaching within the regions served. The SDE is looking for two EL coaches—region 1-3 and region 4-6.

**Scope of Work:** The Federal Programs Director desires that the Regional Title III-A Consortium English Learner Coach perform, and the Coaches agree to perform, in addition to any other work as may be directed by the Superintendent of Public Instruction, the following:

**I. Administrative Support**

1. Provide consistent, timely, and relevant information to Title III-A Consortium district members through regular communication via email, phone contact, or regional meetings.
2. Communicate with school and district administrators and teachers to determine school and district needs.
3. Collaborate with one other regional EL Coach and the Idaho Department of Education for strategic planning and developing common resources.
4. As directed by the program coordinator, facilitate collaboration between teachers, schools, districts and community partners.

**II. Provide Professional Development and Coaching**

1. Develop and implement appropriate professional development activities for consortium districts and teachers, with directive from the state EL coordinator;
2. Provide consortium districts with technical assistance on ensuring compliance in initial identification, screening, and assessing of ELs;
3. Facilitate communities of practice with teachers across assigned region;
4. Conduct and facilitate classroom observations for teachers to identify and communicate bright spots and spaces for growth in EL instruction;
5. Attend coaching support sessions monthly to learn, collaborate, and plan for the delivery of high-quality professional development;
6. Provide SDE with materials developed under contract to be distributed to Idaho teachers;
7. Provide the IDE reports on engagements with teacher, school and district contacts, activities, collaborations and note hours worked according to tasks.

In this position, a full-time coach will work an estimated 20-30 hours per week. Both full-time and part-time contractors must have flexibility to be in classrooms working with teachers during the regular school day.

**Minimum Qualifications**

1. Experience working with English language learners
2. Knowledge of the Idaho State English Language Development (WIDA) Standards
3. Knowledge of current evidence-based K-12 curriculum, instruction, & assessment practices for ELs;
4. Strong speaking, listening, presentation, and writing skills;
5. Strong computer skills;
6. Positive and professional attitude;
7. K-12 public education experience;
8. Demonstrated ability to work with individuals from diverse backgrounds.

**Preferred Qualifications**

1. Idaho teaching certificate
2. English as a New Language (ENL) or Bilingual Education credential
3. Instructional coach experience
4. Master’s Degree

**Compensation:** The compensation is $75/per hour and up to $60,000 annually, depending on the hours worked. The contractor will bear all costs, fees, and expenses associated with the execution of the work.

This is a contract position, and the coach will not be an employee of the Idaho Department of Education, and as such shall not receive any employment benefits. The coach will need to obtain and show proof of General Liability and Professional Liability Insurance. A current Criminal Background Check must be provided.

**Please submit the following information to:**

**Maria Puga,** [**mpuga@sde.idaho.gov**](mailto:mpuga@sde.idaho.gov)

1. Resume

2. Cover letter that addresses how your qualifications and experience align with the scope of work.

3. Phone number and email address for three professional references.

4. Please indicate if you are interested in a full or part-time contract. If part-time, indicate the number of hours available to work.