



**SWEETWATER UNION HIGH SCHOOL DISTRICT
HUMAN RESOURCE SERVICES DIVISION**

1130 Fifth Avenue
Chula Vista, CA 91911-2896

General Information:
Phone: (619) 691-5530
Fax: (619) 407-4948

Dr. Maribel Gavin
Assistant Superintendent
PH: (619) 585-6010
FAX: (619) 407-4948

Karen T. Hernandez
Director of Human Resources
PH: (619) 691-5504 / 585-6001
FAX: (619) 407-4948

Ligaya Quitlen
Operations Manager
PH: (619) 585-6007
FAX: (619) 407-4948

Lindsey Meyer
Benefits Manager
(619) 585-4420
FAX: (619) 407-4921

**PLEASE POST
OR CIRCULATE**

DATE: February 20, 2025
TO: All S.E.A. Bargaining Unit Members
FROM: Karen Hernandez, Director of Human Resources
RE: **POSTING FOR EXTRA-SERVICES POSITION**

APPLICATION PROCEDURE:

Qualified certificated employees interested in being considered for the following position should complete personnel form 8029-D-90 (Application for Posted Position – Extra Service Consultant/Curriculum Work). The form is available on the district’s Certificated Employment webpage or from Human Resources. All applications must be submitted to Human Resources, **email: hrcertapplications@sweetwaterschools.org** , **no later than 4:30 p.m. on Wednesday, February 26, 2025.**

POSTING NUMBER: 102-26

POSITION TITLE: **Residency Coach Pool (Extra Duty)**

EFFECTIVE DATES: School Year 2025-2026

COMPENSATION: **Extra Duty Teacher Resident Coach Pool** (not to exceed 3 hr/week over the school year, max 100 hours, site variable, according to project activities documented on monthly contact log). Service funded by *SUHSD Teacher Residency Expansion Grant* and Special Education classes (see [funded proposal linked here](#)). Mentor compensated at the SEA/SUHSD contractual hourly extra duty rate of pay.

DESCRIPTION OF SERVICE: Teacher Resident Coaches provide “just-in-time” collaboration and support for Residents in accordance with the Teacher Preparation program requirements for clinical practice and fieldwork. They also provide longer-term guidance to promote Resident success on the TPA and transition to Teacher Induction. Resident Coaches co-teach with Residents, model lessons, give feedback on classroom instruction, and guide reflection on practice. They connect Residents with available resources and periodically review candidates’ planning materials. Resident Coaches meet, in person, with Residents 1:1 each week and participate regularly in on-line communication via email and collaborative forums. They participate in professional development

(quarterly and at least one day during the summer). They facilitate observations of teacher colleagues and engage Residents in reflection on the effectiveness of instruction, analyzing student and other outcomes data. They assist Residents to connect with the larger professional learning community within the profession and participate in professional learning and training related to coaching, goal-setting, mentoring tools, reflection and support for overcoming mentoring challenges. Resident Coaches assemble and submit evidence of effective fulfillment of their duties. See [Teacher Resident Coach Qualifications](#) for detailed information.

Qualified applicants will join the “Teacher Resident Coach Pool” from which Resident Coaches are activated for a full school year to support an assigned Resident as needed. Qualified applicants not activated during any given year are eligible for consideration the following year.

MINIMUM QUALIFICATIONS:

- Possess a California Clear Teaching Credential (Single Subject Credential with Science and/or Math Authorization or Education Specialist Credential)
- Have completed a minimum of three years of effective teaching experience
- Have a permanent teaching contract
- Complete and submit all requirements below to hrcertapplications@sweetwaterschools.org at Human Resources (please do not simply share through Google Drive).
 - HR **8029-D-90 application** form linked in the posting.
 - Completion of the [Resident Coach Pool Candidate Questions and Artifacts](#) (make a copy, rename it with full name) based on details and rubrics below:
 - Respond to the questions intended to demonstrate commitment to professional learning and coaching. After review, written responses of qualified applicants will receive scores of 3 or higher on the Questions Rubric linked [HERE](#).
 - Submit the link to a folder containing **three related artifacts**, and **compose a related commentary** within the Resident Coach Pool Candidate Questions and Artifacts document (linked above). Submissions of qualified applicants will receive scores of 3 or higher on the Artifacts Rubric linked [HERE](#). The artifacts/ commentary include:
 - **a 5-10-minute video excerpt** of classroom instruction
 - **a related lesson and/or unit plan/s**
 - at least one **related formative assessment**
 - **related annotations/commentary** (max 300 words) describing how your three artifacts are related and how they illustrate the SUHSD Elements of Effective First Instruction (6 Dimensions of Learning).