



Job Title:	Director of Instruction (2 nd -5 th Grade All Subjects)		
School:	Yellowstone Academy	Travel Required:	N/A
Salary:	Commensurate with experience	Position Type:	Full-time, Exempt
Reports to:	Principal	Calendar:	11-month

Director of Instruction

Position Summary

The Director of Instruction is responsible for improving student achievement through high-quality instructional coaching, data-driven leadership, curriculum implementation, and teacher development. This role works closely with teachers, intervention staff, and campus leadership to ensure rigorous, engaging, and standards-aligned instruction that leads to strong academic outcomes for all students.

The Director of Instruction serves as a key instructional leader, building teacher capacity, supporting consistent instructional systems, and advancing the school's academic vision and goals.

Essential Duties

Teacher Support, Coaching, and Development

The Director of Instruction will:

- Build strong relationships with staff and foster investment in student achievement and professional growth
 - Conduct frequent classroom observations and coaching cycles, providing clear, actionable, and targeted feedback aligned to instructional priorities
 - Model effective instruction and support teachers in implementing rigorous, standards-aligned curriculum with fidelity
 - Support differentiated instruction to meet diverse student needs, including intervention strategies
 - Facilitate Professional Learning Community (PLC) meetings focused on curriculum, instruction, student work analysis, and data-driven planning
 - Deliver campus-wide professional development aligned to instructional priorities and student achievement data
 - Collaborate with the Principal to ensure continuous improvement in teaching and learning
 - Ensure intervention blocks are intentional, data-driven, and focused on student mastery
 - Assist in developing curriculum guides, pacing calendars, TEKS-aligned supports, and instructional resources
 - Support consistent instructional systems, routines, and expectations across grade levels
 - Hold teachers accountable for instructional excellence through ongoing coaching, monitoring, and follow-through
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Data-Driven Instruction

The Director of Instruction will:

- Analyze student achievement data to evaluate instructional effectiveness and drive mastery of standards
 - Support analysis of campus-wide data to identify trends, strengths, gaps, and opportunities for growth
 - Ensure effective use of blended learning platforms and monitor student progress through platform data
 - Lead weekly data meetings focused on reteach planning, intervention strategies, and closing achievement gaps
 - Monitor grade-level progress toward academic goals and assessment benchmarks
 - Support teachers in using formative assessments and real-time data to adjust instruction
 - Collaborate with leadership to develop and monitor academic action plans aligned to school priorities
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Student Academic Performance

The Director of Instruction will:

- Oversee systems for monitoring student progress, intervention effectiveness, and academic growth
 - Collaborate with the Dean of Students and other staff to manage the RTI (Response to Intervention) process
 - Support identification and implementation of targeted interventions for students needing additional academic support
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Leadership Team Responsibilities

The Director of Instruction will:

- Collaborate with school leadership on campus-wide decision-making, instructional systems, and staff development
 - Support school culture initiatives and contribute to a positive, high-expectations environment
 - Assist with after-school duties, including student dismissal and transportation coordination as needed
 - Partner with the Principal to plan staff development days and culture-building activities
 - Participate in meetings, conferences, and professional learning to stay current on best practices
 - Demonstrate professionalism, initiative, adaptability, urgency, and a solutions-oriented mindset
 - Perform other duties as assigned
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Core Competencies

- Strong instructional coaching and adult leadership skills
- Data-driven decision-making and problem-solving abilities
- Excellent written and verbal communication skills
- Ability to build relationships and influence others effectively
- Strong organizational skills with attention to detail and follow-through



- Commitment to continuous improvement and professional growth
 - Alignment with the mission, vision, and values of the school
 - Ability to thrive in a collaborative, fast-paced, high-expectations environment
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Working Conditions

This position may require prolonged periods of walking, standing, sitting, stooping, keyboarding, and both fine and gross motor skills, as well as frequent communication.

Preferred Leadership Qualities

As a member of the administrative leadership team, the Director of Instruction should embody the following:

- **Passion:** Demonstrates a deep commitment to the school's mission and achieving exceptional outcomes for students and staff
 - **Collaboration:** Works effectively as part of a team, engages in meaningful dialogue, and celebrates the success of others
 - **Project Management:** Demonstrates strong organizational and leadership skills, sets ambitious goals, uses data to guide decisions, and successfully manages projects from inception to completion
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Yellowstone PRIDE Values

All employees are expected to embody the school's PRIDE values:

- **Positivity:** Maintain a positive presence and approach all interactions with enthusiasm and respect
 - **Responsibility:** Follow through on commitments and take ownership of actions
 - **Integrity:** Act with honesty and always prioritize the best interests of the school community
 - **Determination:** Show resilience and commitment to overcoming challenges
 - **Excellence:** Strive for the highest standards in all areas
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Compensation and Benefits

Compensation is commensurate with experience and qualifications. The benefits package includes:

- Medical (including HSA), dental, and vision insurance
 - Retirement savings options, including a 3% matching SIMPLE IRA
 - Employer-paid \$50,000 AD&D insurance
 - Supplemental insurance options (life, short-term disability, cancer, hospital, accident)
 - Generous paid time off, including a wellness day
 - 10 weeks of paid parental leave
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Equal Opportunity Employer

Yellowstone Schools is an equal opportunity employer. All applicants are considered based on qualifications and ability, without regard to race, color, sex, age, national origin, disability, genetic information, or veteran status.