

ACADEMIC YEAR 2023-2025



Primary School Instructional Coach



HTA
HIGH TECH ACADEMY

The background image shows a modern school building with a white facade and a green and yellow roof. The HTA logo is prominently displayed on the building's exterior.

We Seek

ENERGETIC AND ENTHUSIASTIC
PRIMARY SCHOOL
INSTRUCTIONAL COACH TO
SUPPORT THE SCHOOL'S EFFORT
TO IMPROVE STUDENT LEARNING
AND TEACHER PRACTICE IN HTA



HIGH TECH ACADEMY

Part of **SISU** Schools®

About the School

High Tech Academy (HTA) is a private, innovative, trilingual (Russian, Kazakh and English) school in Almaty, Kazakhstan. The school is the first school in Kazakhstan to employ Finnish Standards and the Project-Based Learning (PBL) instructional method and is designed around three core principles:

- Learning experiences are organized around real-world problem-solving, where students learn while working on challenges with community partner
- We use new methods of teaching designed around individual growth, allowing for more personalized learning
- Our assessment model emphasizes feedback for growth with the focus on enduring, deep, and transferable learning

Currently, the whole school has around 520 students with around 290 students in the Primary School and a minimum of 550 students expected in September 2023 for the whole school. HTA moved to a new state of the art building in September 2020. The new school building, designed by Finnish architects, houses Primary and Secondary schools. An adjacent building includes HTA Sports & Arts Centre with a swimming pool, gym, art center, and music school. The whole school has capacity for over 600 students. To learn more about HTA please visit the website: <https://en.hta.kz/>

Our Mission

HTA's mission is to nurture the next generation of lifelong learners to work together in solving complex challenges. The school is committed to quality work and a sense of community. Our not-for-profit status means we continually reinvest for the future development of the school. Our long-term goal is to become a model for innovative, 21st century teaching and learning for the city of Almaty and Kazakhstan.

TITLE

Primary School
Instructional Coach

LOCATION

High Tech Academy
Almaty, Kazakhstan

APPOINTMENT

Full-Time,
2-year contract, renewable

HTA in a Nutshell



VISION

Enhance student potential to improve the world



MISSION

Nurture next generations of lifelong learners to work together in solving complex challenges



GOALS

Maximize the individual growth of each student; Actively contribute to making change in our community and personal growth



PURPOSE

Become a role model and drive positive social change

Job Description

TITLE

Primary School Instructional Coach

REPORTS TO

School Principal and Academic Vice Principal

APPOINTMENT

2-year contract (renewable). Starting in August 2023.

LOCATION

High Tech Academy, Almaty, Kazakhstan

REMUNERATION PACKAGE

Competitive salary
Free accommodation including utilities and internet
Baggage allowance
Annual flight allowance
Medical insurance
Free tuition for up to 2 dependents
Meals during the school day
Free access to HTA Sports & Arts facilities
School transportation

DESCRIPTION

The Primary School Instructional Coach, having both curricular and instructional expertise in Finnish education, will work as a colleague with homeroom teachers to support the school effort to improve student learning and teacher practice. The Instructional Coach will focus on individual and group professional learning that will expand and refine the understanding about research-based effective instructional strategies and skills for teachers. In order to meet this purpose, the Instructional Coach will provide personalized, one to one support based on the goals and identified needs of individual teachers. The Instructional Coach will be expected to teach at least 30%, around 7 hours a week, of the timetable in one grade level. The total hours for coaching is 33 per week. Work week, 40 hours, is standard for all employees.

RESPONSIBILITIES

Essential Functions

- Supports the philosophy and vision of High Tech Academy, and builds positive relationships with students, teachers and other staff members
- Provides individualized, classroom-based coaching with teachers to support them in implementing effective instructional practices
- Ensures teachers have a key understanding of the basic Finnish teaching practices, through an interdisciplinary approach
- Teaches and models research-based instructional strategies and practices in the classroom that result in increased student progress
- Plans and delivers professional development workshops for teachers with the focus on teaching and learning, curriculum development, and assessment to improve student outcomes
- Collaborates with the Senior Leadership Team in developing PD plans and programs tailored to teachers' needs

General Responsibilities

- Coaches and supports teachers to improve the quality of student learning experiences and the quality of learning outcomes
- Collaborates with teachers, provides organized, individual and/or group learning opportunities for teachers
- Supports teachers with designing learning experiences, and provides support in designing and analyzing student assessment to inform instructional decisions
- Supports teachers in developing their co-teaching strategies, and demonstrates interest and engagement in professional learning and reflection
- Provides resources related to instruction and curriculum to teachers, and assists teachers in developing curriculum resources and materials
- Assists with development of the school curriculum, instructional methods and assessments, and provides support for classroom engagement, motivation and management strategies
- Closely collaborates with the Principal and the Academic Vice Principal

QUALIFICATIONS

Education & Experience

- Bachelor or Master Degree in Instructional Design, Teaching or Leadership in Education
- Additional professional certification in instructional coaching is desirable
- Fluency in the English language. Skills in Russian and/or Kazakh are an advantage.
- A minimum of 5 years of teaching experience
- 3+ years of demonstrated success of coaching or teacher leadership experience supervising or leading a team of educators
- Strong expertise of the Finnish curriculum for the Primary School, and experience in research-based instructional practices
- Deep knowledge of and experience in developing instructional strategies, conditions of learning, assessment driven instruction (teaching/learning process)
- Proven communication skills with staff, students, and parents
- A proven track record in excellent team building and motivational skills, with outstanding organizational and time management skills
- Excellent awareness of recent trends in education that promote deeper learning

Personal Qualities

- An outstanding communicator, with exceptional coaching skills, for building an environment with a common instructional focus, promoting initiatives, and conveying expectations
- Highly developed interpersonal skills, the ability to work effectively as part of a team, and demonstrated ability to function as a positive collaborative member of a team
- Excellent presentation and facilitation skills, and demonstrated ability to communicate in a professional manner both orally and in writing
- Ability to design and deliver quality professional development for teachers and other staff
- Excellent critical thinking skills, problem-solving skills, emotional intelligence and sound judgment, and the ability to work under pressure
- Strong cultural understanding and ability to adapt to the school's culture

NOTE

Should the candidate proceed to the final phase of the recruitment process, the selected candidate must provide:

- Criminal Record Extract (Rikosrekisteriote) not older than 6 months
- 2 Letters of Reference (from two previous employers)

FOR FUTRHER INFORMATION CONTACT

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What We Offer



UNIQUE EDUCATIONAL EXPERIENCES

Opportunity to co-create unique educational experiences combining the best of Finnish and American International education and Kazakh values and culture



INTERNATIONAL COMMUNITY

A great international community of professionals where your expertise and skills are valued



PROFESSIONAL GROWTH

New opportunities for professional and personal growth



COMPETITIVE PACKAGE

Competitive salary and benefits package



LOCATION

Relocation to a sunny, green and culturally warm and rich environment

ABOUT ALMATY KAZAKHSTAN

The location is truly amazing and a hidden gem. Almaty is in the southeastern part of Kazakhstan and recognized as the “cultural heartbeat of Kazakhstan.” It has a population of approximately 2 million people and is the major commercial center of Kazakhstan, as well as, its most populous and cosmopolitan city. Almaty is a beautiful green cosmopolitan city surrounded by mountains with lots of nature, hiking, camping, and skiing opportunities. There are plenty of cafes, bars and restaurants which cater for all tastes. Local people are kind and welcoming, and you will be pleasantly surprised by their hospitality. Kazakhstan's climate is extremely continental and very dry. It has pleasant summers and cold winters. Great skiing opportunities are 20 minutes from the city centre at Shymbulak Mountain Resort, and there are many wonderful parts of Kazakhstan to explore.

There are also opportunities from Almaty to travel to other countries: Uzbekistan, Tajikistan, Kyrgyzstan and Turkmenistan are 1-2 hours flight, and Thailand, Malaysia, Singapore, Russia, China, Mongolia and Dubai are 4-6 hours flight. Almaty can be as inexpensive as many South American and Eastern European cities. It is a wonderful gateway to the undiscovered and distinctive country.