



Preliminary Administrative Services Credential Program (PASCP)

**Job Classification Title:
CalAPA Coach**

Definition

The CalAPA Coach will work alongside Educational Leadership Programs staff to provide ongoing support to candidates in the Preliminary Administrative Services Credential Program (PASCP) in their understanding, completion, and understanding of the three leadership cycles of the California Administrative Performance Assessments (CalAPA).

Duties and Responsibilities

- Maintain a thorough understanding of the three CalAPA leadership assessment cycles and rubrics
- Plan and attend all CalAPA coaching sessions
- Assume responsibility for supporting an assigned group of candidates in successful planning, completing and submitting all CalAPA assessments

Minimum Qualifications

- Possession of a Clear/Life Administrative Services credential
- Experience as a principal, district personnel, or expert in field
- Experience in coaching for success using analytical rubrics and peer evaluation
- Possession of a working computer with current system software and web browsing software
- Expertise in the following leadership content areas:
 1. Analyzing Data to Inform School Improvement and Promote Equity
 2. Facilitating Communities of Practice
 3. Supporting Teacher Growth

Selection Requirements

- Completed Common PASC Application
- Current Resume
- Current Clear/Life Administrative Services Credential
- Interview with Educational Leadership Programs Staff

Compensation

- \$65.00/hr (approximately 40 hours per year)

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