

*Department of Education*  
*Grainger County*

P.O. Box 38  
7850 Rutledge Pike  
Rutledge, Tennessee 37861  
Phone 865/828-3611 Fax 865/828-4357  
Mark Briscoe, Director

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**April 23, 2024**

**POSITION AVAILABLE**  
**INSTRUCTIONAL COACH**  
**GRAINGER COUNTY SCHOOLS**

Interested applicants may pick up an application at the Central Office weekdays,  
8:00 a.m. to 4:00 p.m. Applications are available on website - [www.grainger.k12.tn.us](http://www.grainger.k12.tn.us).  
\* CURRENT EMPLOYEE - SUBMIT RESUME ONLY

The application, along with a resume, may be submitted to the Central Office located at 7850 Rutledge Pike in Rutledge, Tennessee or emailed to [bshofner@gcs123.net](mailto:bshofner@gcs123.net).

Minimum Requirements - Applicants must be certified, endorsed by the State Department of Education, and meet highly qualified requirements with a minimum of five (5) years teaching experience.

Duties include working with students, teachers and administrators; maintaining and reporting student data and progress reports for school principals, teachers, and parents; following regulations established by school system and state, and other duties as assigned by the Director of Schools. The position will require working with students at multiple buildings, generating ILP-D's, monitoring and sharing information on TDOE website; creating and/or monitoring data spreadsheets for RTI process, tutoring, etc.; scheduling and administering benchmark assessments; supporting TCAP administration; working with other instructional coaches and interventionists on regular basis; and coaching teachers to support best instructional strategies and HQIM implementation. This position also requires extensive use of technology and the ability to utilize multiple online programs.

Applications and resumes will be reviewed by the Grainger County Board of Education Director. For further information, please contact Mark Briscoe, Director of Schools, at (865) 828-3611.

**The Grainger County Board of Education does not discriminate on the basis of age, gender, race, color, creed, religion, national origin, marital status, or disability in the operation of its educational programs and activities including employment practices.**

**T.B.I. background checks are required/Deficient background checks will terminate employment.**