



The North Coast School of Education  
at the Sonoma County Office of Education  
is requesting

**LETTERS OF INTEREST**  
**for**  
**Administrator Induction Program Coaches**

North Coast School of Education (NCSOE) is seeking letters of interest from qualified certificated individuals who possess a *California Clear Administrative Services Credential* to provide support and assistance as a Coach to participating beginning administrators enrolled in NCSOE's Administrator Induction Program (AIP).

Required scope of skills, knowledge and experience include:

- A minimum of four (4) years of full time successful educational leadership experience (i.e. site administrator, district administrator, county office of education administrator, etc.)
- Evidence of successful formal or informal mentoring relationships.
- Valid and current Clear Administrative Services Credential.
- Knowledge of the qualities of effective administrators and the California Professional Standards for Educational Leaders (CPSELs), California Standards for the Teaching Profession (CSTP), and California Academic Content Standards and State-adopted curriculum frameworks, the legal policies and obligations for teaching English Learners and special population students including special education and alternative settings, and the developmental phases of beginning teachers.
- Demonstrated success as a leader with the ability to share knowledge and understanding about effective leadership practices to others.
- Demonstrated commitment to personal professional growth and learning and willingness to participate in professional training to acquire the knowledge and skills needed to be an effective coach.
- Knowledge of authentic assessment and willingness to engage in formative assessment processes, including reflective conversations about formative assessment evidence with participating administrators.
- Variety of educational leadership experiences and training leading to knowledge of current educational initiatives and key educational issues and challenges.

Compensation is paid at \$2,500 per participating Beginning Administrator. Coaches currently employed full time can support up to two beginning administrators and must have approval from their employing district or agency. Retired Coaches or Coaches not in a full-time position can support up to five beginning administrators.

North Coast School of Education  
Sonoma County Office of Education  
5340 Skylane Boulevard, Santa Rosa, CA 95403-8246  
(707) 524-2818 ★ Fax (707) 524-2815  
[www.ncsoe.org](http://www.ncsoe.org)

Interested individuals are invited to submit a resume and letter of interest describing qualifications and experience to:

Anna Moore, Regional Director  
North Coast School of Education  
Sonoma County Office of Education  
5340 Skylane Blvd  
Santa Rosa, CA 95403

[amoore@scoe.org](mailto:amoore@scoe.org)

(707) 522-3209

Qualified applicants will be contacted to set up interviews.