



Four Corners Regional Education Cooperative #1

*Aztec Municipal Schools – Bloomfield Public Schools—Central Consolidated Schools—Farmington
Municipal Schools—Gallup-McKinley County Schools—Zuni Public Schools—San Juan College*

Special Education Instructional Coach

Job Summary

The Special Education Instructional Coach will work under the direct supervision of the Special Education Services Coordinator to support and mentor both special education and general education teachers within the member districts. The primary focus of this role is to build educator capacity and improve classroom outcomes for students with disabilities by guiding the implementation of evidence-based instructional frameworks, including Universal Design for Learning (UDL), the Multi-Layered System of Supports (MLSS), and Executive Function Skills. The coach will deliver targeted professional development, provide side-by-side classroom coaching, and model effective instructional strategies across assigned Local Education Agencies (LEAs).

Contract Details

- **Supervision:** The coach will work under the direct supervision of the Special Education Services Coordinator, with ultimate oversight by the Executive Director of REC-1.
- **Office and Resources Provided:** REC-1 will provide an office, essential technology resources, and office equipment for use during the contract.
- **Travel Reimbursement:** Approved travel expenses for on-site coaching and member district training will be reimbursed at New Mexico state rates.

Key Responsibilities

Instructional Coaching & Teacher Mentoring

- Provide direct mentoring, coaching, and side-by-side support to both special education and general education teachers to improve teaching quality.
- Conduct classroom observations, offer actionable feedback, and model co-teaching strategies to foster inclusive learning environments.
- Guide teachers in designing and modifying curriculum, materials (including technology use in class) and assessments to meet diverse learner needs.

Framework Implementation Support

- Support educators in the systematic implementation of Universal Design for Learning (UDL) principles to eliminate barriers to learning.

- Assist schools and teachers with the Multi-Layered System of Supports (MLSS), ensuring appropriate tiered interventions and data-based decision-making.
- Incorporate strategies that promote Executive Function Skills (e.g., organization, working memory, emotional regulation) into daily classroom routines and lesson plans.

Training & Professional Development

- Develop and deliver workshops, webinars, and training sessions for member district personnel focusing on UDL, MLSS, Executive Functioning, and high-quality special education services.
- Create actionable toolkits, resources, templates, and implementation guides to sustain classroom-level practices.

Collaboration & Data Reporting

- Collaborate closely with the Special Education Services Coordinator to align coaching initiatives with state regulations, IDEA compliance, and regional goals.
- Assist teachers and school teams in collecting and analyzing student performance data to guide instructional planning.
- Provide regular documentation and progress updates regarding coaching activities, teacher growth, and training outcomes to the Coordinator.

Qualifications

Minimum Requirements

- Bachelor's degree in Education or Completed Education Preparation Program (Master's degree preferred).
- NM Teaching Certificate (At least Level II)
- Minimum of three years of successful classroom teaching experience in special education or an inclusive general education setting.
- Strong foundational knowledge of Universal Design for Learning (UDL), Multi-Layered System of Supports (MLSS), and Executive Functioning strategies.
- Proven ability to deliver engaging professional development or peer training.
- Excellent interpersonal, communication, and relationship-building skills to collaborate effectively with diverse teaching staff.

Preferred Skills and Experience

- Prior experience as an instructional coach, mentor teacher, or educational consultant.
- Familiarity with IDEA compliance and New Mexico state educational frameworks.

- Proficiency in utilizing virtual platforms for remote coaching, support, and webinar delivery.

Work Environment

- This is a hybrid role consisting of a combination of in-office placement, remote work, virtual meetings, and regular on-site visits to assigned member districts.
- Frequent travel within the REC-1 service region is required for in-person classroom coaching, consultations, and district training.

Send the following to director@nmrec1.org on or before July 28, 2026 with a subject: **Application: Special Education Instructional Coach**

- Cover Letter
- Most Current Resume
- Copy NM Teaching/ Admin License/s
- Copy of Transcript of Records
- Three Recommendation Letters (at least one is from previous supervisor)