



**Lompoc Unified School District**  
1301 N A Street  
Lompoc, CA 93436  
Phone: 805.742.3300  
Fax: 805.735.8452

**Title:** Mathematics Instructional Coach (K-12)

**Reports to:** Educational Services Department

**Work Year:** 185 days

**Employment Status:** 1.0 Full Time Equivalent

**Benefits:** Eligible to participate in district medical, dental and vision insurance.

**Purpose of Position:** Under the direction and supervision of the Educational Services Department, works with classroom teachers to assist with implementing with fidelity and monitoring the District's adopted mathematics curriculum in order to improve student achievement outcomes District-wide at all schools.

### **Essential Functions**

- Research and provide staff support to improve teaching and learning, including teaching strategies, assessment of math skills, interpretation and use of formative and summative assessment results.
- Research, prepare materials, and identify resources for the district, schools, teams, and individual teachers to supplement the District's mathematics curriculum.
- Research and provide information and guidance regarding effective research-based mathematics practices through activities such as individual discussions, coaching sessions, staff meetings, and professional learning programs.
- Provide support and assistance to classroom teachers in the implementation of the District's mathematics curriculum through score analysis and data retreats.
- Conduct demonstration lessons for teachers that includes providing time for teachers to practice the strategies used during demonstrations lessons and also includes providing teachers with feedback.
- Assist teachers in building an interactive classroom.
- Serve as a resource to identify and monitor the implementation of appropriate instructional strategies that assure all students have full access to the curriculum (including special education students) with the express goal of improving outcomes for all students.
- Participate in grade level collaboration to assist in the analysis and use of assessment data to improve instruction.
- Meet regularly with the administration and building leadership teams to review student achievement on a regular basis and adjust professional learning plans based on specific student needs.
- Analyze course and grade level data in mathematics to share information with teachers and make informed decisions relative to instructional practices.
- Assess skills and needs of students and teachers to determine the kinds of professional learning and strategies needed to differentiate instruction, to adhere to scope and sequence guides, and district curriculum.

**Non-Essential Functions**

- Maintain a variety of manual and electronic files and/or records (e.g. SBAC data, student records, other data regarding math proficiency etc.) for the purpose of determining success of math coaching on student achievement.
- Participate in meetings as required to convey and gather information regarding a wide range of topics subjects required to carry out their duties.
- Perform other duties as assigned by the administration.

**Working Conditions and Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and function of the job.

- Use strength to lift items needed to perform the functions of the job up to twenty-five (25) pounds.
- Sit, stand and walk for extended periods of time.
- Speak and hear.
- Have the mobility to stand, stoop, reach and bend.
- Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
- Communicate effectively in English, using proper grammar and vocabulary.
- Reach with hands and arms and use hands and fingers to handle objects and operate equipment.
- As an itinerant teacher, will travel between and among school campuses to provide instruction.

**Environmental Demands:**

- Exposure to a variety of childhood and adult diseases and illnesses.
- Some exposure to a variety of weather conditions and noise levels.
- Exposure to a building and outdoor areas in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.

**Knowledge of:**

- Restorative approaches to student behavior.

**Ability to:**

- Demonstrate motivation and enthusiasm with a genuine passion for teaching young learners.
- Maintain professional record keeping and communications.
- Handle multiple projects concurrently and work as a productive team member.
- Maintain composure in fast paced and stressful environments.
- Communicate effectively orally and in writing.

**Education, Training and Experience:**

- Valid California Teaching Credential with authorization to teach mathematics.
- CLAD or BCLAD authorization or equivalent

**Licenses and Other Requirements:**

Valid California Class C driver license

**Desired Qualifications:**

- Bilingual in English and Spanish.

**FLSA Status:**

Exempt

**Board Approved: April 18, 2017**