

**CUMBERLAND REGIONAL SCHOOL DISTRICT****JOB DESCRIPTION****TEACHER/MATH COACH****JOB GOAL**

To help provide an instruction and learning environment which fosters math achievement at the high school level.

**SUPERVISES**

Students, and when assigned, student teachers and classroom aides.

**QUALIFICATIONS**

1. Valid New Jersey Educational Certificate.
2. Demonstrated ability to provide leadership in the development of math strategies and training programs.
3. Ability to model strategies and coach faculty in math instruction.
4. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

**DUTIES/RESPONSIBILITIES**

1. Provides leadership and coordination of math strategies across the curriculum in all math subject areas; observes math instruction in classrooms, consults with teachers regarding strategies, and coaches teachers in use of strategies.
2. Assists to determine the math skill level of students and to identify those needing remediation or enrichment.
3. Monitors student progress toward state standards and district objectives of math instruction; develops and maintains records and reports as necessary.
4. Plans and administers a program to provide remedial and advanced math instruction.
5. Develops lesson plans and instructional materials and provides individual and small group instruction in order to meet the needs of students.
6. Interprets student needs and progress to classroom teachers.
7. Evaluates the district's math programs and makes recommendations for improvements as appropriate.
8. Recommends adoption and use of varied math instructional materials.
9. Plans and conducts in-service workshops pertinent to methods and materials appropriate to various levels of math instruction.
10. Consults with members of the child study team at individual case conferences as requested.
11. Interprets math test results to the administration, teaching staff and the community.
12. Participates in school-level planning, faculty meetings, committees and other school system groups.
13. Maintains professional competence and continuous improvement through in-service education and other professional growth activities.
14. May be required to teach one or more certificate-appropriate class – refer to “B-04 Teacher” job description for job duties and responsibilities associated with this responsibility.
15. Adheres to related Federal laws, New Jersey school law, State Board of Education rules and

regulations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.

- 16. Performs other duties within the scope of his/her employment and certification as may be assigned.

**ESSENTIAL SKILLS/ABILITIES**

- 1. High integrity and ethical standards.
- 2. Ability to maintain a positive learning environment.
- 3. Excellent verbal and written communication skills.
- 4. Strong interpersonal and communication skills.
- 5. Excellent organizational skills and attention to detail.
- 6. Creative analytical and problem-solving skills.
- 7. Proficiency with technology resources.
- 8. Regular attendance.
- 9. Must be able to traverse school facility/grounds and lead students to safety in the event of an emergency.

**REPORTS TO**

Principal and/or designated administrator.

**TERMS OF EMPLOYMENT**

Work year and salary to be determined by the Board of Education.

**EVALUATION**

Performance of this job will be evaluated annually in accordance with state law and the provisions of the board's policy on evaluation of certified staff.

\*This job description is subject to change at any time.

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APPROVED BY: **Cumberland Regional Board of Education**  
DATED: **March 23, 2023**