

Trussville City School System Job Description

Position Title: Math Coach

Qualifications: A level teacher's certificate; experience in math professional development

Job Goal: The Math Coach will assist math teachers in implementing Math Standards in all math classrooms. The Math Coach will design professional development experiences to help intermediate teachers increase their own skills and understanding of math concepts. The Math Coach will work with teachers in planning and implementing engaging lessons.

Supervisor: Principal of School or Designee

Evaluation: Trussville Board of Education Personnel Evaluation Plan

The Math Coach will....

1. Provide leadership to Math Action Team as the team redesigns math curriculum.
2. Meet regularly with Math Cohorts to plan engaging lessons and to reflect on the effectiveness of our curriculum.
3. Model research-based instructional procedures and support teachers in their implementation. Plan and co-teach lessons with new teachers. Provide feedback for the teachers.
4. Research effective math strategies and design professional development experiences for teachers to promote effective strategies.
5. Assist math teachers in developing common assessments for units of study. Design frameworks for analysis of the collected data from the assessments.
6. Encourage the use of the menu classroom structure to differentiate for all levels of learners. Assist teachers in providing enrichment tasks for accelerated learners.
7. Assist teachers in identifying needs of struggling learners. Assist in designing effective intervention strategies.

8. Attend Math Support Teachers meetings provided by Greater Birmingham Math Partnership in order to keep our school abreast of current methodologies and research.
9. Read math instructional journals and books. Identify appropriate material for article or book studies.
10. Schedule observations and debriefings for teachers who will observe master teachers.
11. Manage a revolving inventory of math manipulatives for teacher check out.
12. If applicable, organize and sponsor the Math Team. Design weekly sessions of enrichment for the Math Team.
13. Provide tutoring for students in Homework Club. Train peer helpers to assist other students in Homework Club.
14. Work closely with administration and reading coach to coordinate efforts to raise student achievement.
15. Communicate math goals with parents, the community, and the other Trussville City Schools. Coordinate plans for Parent Math Night. Participate in system wide initiatives to educate the community about math education in Trussville City Schools.

Board Approved: October 5, 2009