

MORENO VALLEY UNIFIED SCHOOL DISTRICT
Human Resources Division

I. Position Title

Mathematics Coach

II. Position Description

Under the direction and supervision of the Principal, the Mathematics Coach provides support and assistance to teachers to implement the district-adopted mathematics program.

III. Example of Duties/Responsibilities

- A. Provides support and assistance to all classroom teachers in the full and skillful implementation of the district's adopted mathematics program.
- B. Conducts demonstration lessons to ensure that all teachers have been trained to an advanced level of delivery and are using the instructional materials as designed.
- C. Provides on-site staff development to ensure that teachers are knowledgeable about program components and understand the instructional design of how the program meets the standards.
- D. Assists teachers in building an interactive classroom environment focused on the content and learning strategies embedded in the program.
- E. Conducts classrooms visits and provides "next-step" support for all teachers.
- F. Serves as a resource in identifying appropriate instructional strategies and interventions to improve achievement for all students.
- G. Assists teachers in preparation and pacing for instruction.
- H. Participates in collaborative grade level and department meetings to assist in the analysis and utilization of assessment data to improve student achievement.
- I. Assists grade level teams and departments in setting goals for improved instruction.
- J. Meets regularly with the principal to review assessment data and to assess the outcomes of goals established by grade level teams and departments.
- K. Prepares forms, records, and reports as directed.
- L. Attends meetings and trainings as directed.

IV. Qualifications

Knowledge of:

- State assigned curricular framework; developments in the Program Improvement criteria and the SAIT process.
- The current core material; critical thinking skills and cooperative teaming.
- Content area process and methodologies; thematic instruction; teacher training techniques.
- State and Federal Programs.

Ability to:

- Communicate effectively with students of various ages and ability levels; interact with minority students.
- Communicate with adults in a cooperative learning environment.
- Show evidence as a leader in the content area assigned, demonstrate eagerness and enthusiasm for the subject content.
- Coordinate curriculum development; conduct teacher training; design and conduct staff development activities.
- Support implementation of strong content area programs.

Education:

- BA/BS from an accredited college/university.
- Minimum 3 years teaching experience; experience at multiple levels desired.
- Valid California Teaching Credential authorizing instruction in Math.