

Wentzville R-IV School District
Position Description
Locator: 2.08a

Position Title: District Math Instructional Coach
Reports To: Director of Instructional Programming

SUMMARY

Assists the Teaching & Learning department in the effective and systematic implementation of district math initiatives, programs, and curriculum in order to improve classroom instruction and student achievement.

QUALIFICATIONS/REQUIREMENTS

B.S. in Education. Valid Missouri Teaching Certificate in content area and/or grade-level of students served. Knowledge of current educational principles, best practices and procedures in mathematics. Knowledge of education resource requirements pertaining to mathematics instruction. Excellent problem solving, interpersonal, written, and oral communication skills. Excellent organizational skills. Skills in strategic planning, professional learning planning, implementation, and coordination of support with classroom teachers. Four years of teaching experience preferred.

ESSENTIAL JOB DUTIES

- Assists district math teachers with improving techniques for instruction and improving overall student achievement.
- Works collaboratively with the Math Content Leader to support the implementation of district math curriculum, provide professional learning opportunities, and support student achievement.
- Analyzes data to support the existing curriculum and instructional practices to improve student achievement.
- Demonstrates the ability to analyze and utilize current research.
- Provides instructional strategies and various tools to aid the instructional process.
- Provides feedback and coaches teachers to support district math goals.
- Models mathematical best practices.
- Assists with overall evaluation of district initiatives and programs and develops strategies for improvement.
- Coordinates and provides professional learning opportunities.
- Supports the development of new teachers through district new teacher orientation and ongoing support.
- Demonstrates effective administrative skills, communication skills, organizational skills, problem-solving skills, and decision-making skills.

ESSENTIAL JOB DUTIES (cont'd)

- Demonstrates positive, professional relationships with district personnel, parents, and the community.
- Demonstrates a sense of professional responsibility through networking with other districts and professional organizations.
- Works collaboratively to ensure student success.

OTHER DUTIES AND RESPONSIBILITIES

Performs other appropriate school-related duties as assigned.

ADA COMPLIANCE

The essential functions contained in this job description are in compliance with the Americans with Disabilities Act (ADA) and are not an exhaustive list of the duties performed for this position. The additional duties and responsibilities listed are performed by the individuals currently holding this position and additional duties may be assigned when appropriate.

TERMS OF EMPLOYMENT

Salary and work year to be in accordance with the current salary schedule and District Policies. Days employed in excess of the established work calendar shall be payable at the employee's regular daily rate.

EVALUATION

Performance of this position will be evaluated annually in accordance with provisions of the Board's policy on evaluation of certificated personnel.