

TCLAS MATH INSTRUCTIONAL COACH

Job-Type: Full time **Fund:** 279/429
Reports to: Campus Principal and Assistant Superintendent of Academics
Wage/Hour Status: Exempt
Duty Days Assigned: January – May 2022 at stipend pay rate, June 2022- May 2024 at 207 day pay rate

Note: This position is funded by the TCLAS grants. No guarantee exists that position will be funded after May 2024. Internal applicants are encouraged to apply.

Education/Certification:

- Bachelor's Degree (required)
- Valid Texas Teaching Certificate
- Demonstrated knowledge of Texas TEKS and integration into effective planning

Experience:

- A minimum of 3 years of experience in a school with demonstrated student results.

Skill Requirements:

- This position requires the ability to apply knowledge of current education and instructional theories, methodologies, techniques, and principles, knowledge of subject matter, and knowledge of State, Local, and Federal laws and regulations affecting the lives and education of students.
- This position requires an understanding of child and adolescent development. Incumbent must have the skills to manage student behavior.
- Candidate must have the ability to communicate effectively using a variety of media, work with others as a team, organize and maintain records, manage time and resources effectively and efficiently, and evaluate performance and provide constructive feedback.

Performance Responsibilities:

- Teach math courses in one or more grade levels (K-8). Beginning June 2022, the teaching assignments will be modified to accommodate time for coaching responsibilities.
- Lead in the implementation of K-5 Eureka Math for the district.
- Attend bi-weekly or monthly PLCs for Math Coaches conducted by TEA.
- Lead professional development for K-5 math teachers.
- Serve as a liaison with Great Minds Eureka Math for teacher onboarding and support.
- Demonstrate willingness to assume leadership positions.
- Provide organized, individual and/or group learning opportunities for teachers as needed.
- Provide support in analyzing student assessment data.
- Assist teachers with instructional decisions based on assessment data when requested.

Revised: 11/08/2021

- Assist teachers with specific classroom activities when requested.
- Provide teachers resources related to instruction and curriculum.
- Provide assistance in researching instructional and/or curriculum issues.
- Model effective, differentiated instruction when requested.
- Provide encouragement and emotional support to teachers.
- Manage time and schedule flexibility to maximize teacher schedules and learning.
- Work positively toward meeting identified district and building improvement goals.
- Assist with development of district curriculum, instruction and assessments.
- Develop and maintain a confidential, collegial relationship with teachers.
- Possess an understanding of when to contact administrators regarding issues of safety/ethics.
- Perform duties as assigned by the Campus Director, District Instructional Coach and/or Assistant Superintendent of Academics
- Participate fully in professional development for coaches, including peer observations, professional research and reading, and inquiry sessions.
- Assist teachers in aligning their teaching with appropriate standards, curriculum and assessments.
- Work collaboratively and collegially with other Instructional Coaches, curriculum specialists and district specialists.

Physical Effort and Work Environment:

- Services are generally provided within a standard classroom environment.
- Some movement throughout the classroom is generally necessary to facilitate learning (e.g., standing, walking, stooping, bending, sitting, and/or kneeling).
- Light lifting of materials and other objects associated with a classroom environment is required (e.g., books, teaching aids, up to approximately 20 – 40 lbs.).
- Instructional Coaches may also be required to pick up students, restrain students as needed, and/or spend large quantities of time on the floor sitting, squatting, and/or kneeling.
- Field trips may be required.
- Candidate should be willing to contribute directly or indirectly to the development of children both inside and outside the classroom, which may include working hours in addition to the regular school day.
- This position may involve rare exposure to blood or body fluids.
- Regular attendance is required for this position.

Personal Work Relationships:

- Candidate receives administrative supervision and is typically evaluated formally one time per year.
- It is expected that less experienced candidates will receive additional guidance on instructional matters and that those with more experience will serve as mentors, providing suggestions, guidance, and assistance as appropriate or necessary.

- It is expected that some candidates will be more involved in planning and coordinating departmental activities. Supervisor may provide detailed instruction regarding changes in policies, procedures, or laws or in reference to unusual circumstances or problems.
- Candidate has significant contact with students, parents, and other school staff to provide instruction, offer guidance, exchange information, and develop social skills of students.
- Candidate may also maintain contacts within the community to enrich the content of materials and utilize additional instructional methodologies (e.g., take field trips, invite guest speakers.)

Benefits:

- Priority Charter Schools has a salary schedule (based on qualifications and years of experience)
- Health Insurance, dental insurance, vision insurance, life insurance
- Participation in TRS Retirement System

Additional Information:

This job description is not an employment agreement or contract. Priority Charter Schools has the exclusive right to alter this job description at any time without notice.

This position is exempt from the Fair Labor Standards Act (FLSA). The faculty hours are 7:30 a.m. to 4:00 p.m. Instructional Coaches from time to time may work an extended schedule, including weekends and evenings according to demands of the role and tasks.

In accordance with applicable laws and Priority Charter Schools policies, no person shall be excluded from consideration for recruitment, selection, appointment, training, promotion, retention or any other personnel action, or be denied any benefits or participation in any educational programs or activities which it operates on the grounds of race, religion, color, national origin, sex, disability, age or veteran status (except where age, sex, or disability constitutes a bona fide occupational qualification necessary to proper and efficient administration).

All new employees must present proof of identity and eligibility to work in the United States.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Accepted by: _____ Date: _____