

# Fort Worth Independent School District

## Job Description

<b>Title</b>	<u>Elementary Math Campus Coach Pool</u>
<b>Building/Campus</b>	All Elementary Campuses
<b>Job File Number</b>	0809-TEA-482
<b>Duty Days</b>	187 + 15
<b>Pay Grade</b>	
<b>Salary: From</b>	Correct Level of Teacher Salary + 15 Additional Days @ Daily Rate and \$2000 Stipend
<b>Salary: To</b>	Correct Level of Teacher Salary + 15 Additional Days @ Daily Rate and \$2000 Stipend
<b>General Summary</b>	To provide school-based support for implementation of the District's elementary mathematics initiative and to increase student achievement through enhanced instructional delivery and job-embedded professional development.
<b>Job Duties</b>	<ul style="list-style-type: none"><li>· Co-plan and co-teach 90 minutes per day in a District established rotation through the grade-levels.</li><li>· Assist the principal and the school improvement team in the planning and implementing of the school's effort to increase the proficiency of mathematics for all students.</li><li>· Provide classroom support and assist classroom teachers with the implementation of mathematics instruction that is aligned with established state &amp; district standards, frameworks and assessments.</li><li>· Conduct classroom visitations with the principal to help identify strengths and deficiencies of mathematics practices.</li><li>· Conduct in-class demonstration lessons that model best practices.</li><li>· Provide feedback/dialogue to instructional staff around teaching and learning mathematics.</li><li>· Assist teachers in connecting their work to the mathematics initiative.</li><li>· Assist in the development of methods to evaluate the effectiveness of a school's efforts to improve mathematics instruction</li><li>· Collaboratively plan professional development with the school and district teams with respect to mathematics instruction.</li><li>· Organize opportunities for staff to observe and participate in discussion and conferencing activities as part of a peer coaching process.</li><li>· Develop and deliver on-going professional development of the district mathematics initiative.</li><li>· Maintain a mathematics professional development library with books and appropriate materials for teachers to use.</li><li>· Attend professional development and specified training to enhance mathematics content and pedagogical skills.</li><li>· Meet with teacher teams to analyze and interpret data, utilizing this analysis to identify areas of need in the core program.</li><li>· Coordinate intervention strategies and progress monitoring for at-risk students.</li><li>· Meet with fellow coaches by cluster to participate in professional development and planning.</li></ul>
<b>Job Qualifications</b>	<ul style="list-style-type: none"><li>· Valid Texas Teaching Certificate.</li><li>· Master's degree preferred.</li><li>· A minimum of three years of highly successful classroom teaching experience with mathematics teaching required. Experience in multiple grade levels is desirable.</li><li>· Preference given to candidates who have demonstrated willingness to share their learning and/or provided successful leadership and technical assistance to peers on a regular basis.</li><li>· Solid evidence of mastery of effective mathematics practices, strategies, standards and student portfolio assessments.</li><li>· Knowledge of or willingness to learn "teacher as coach" practices (e.g. demonstration lessons, observations, laboratory classroom, communication skills).</li><li>· Demonstrated knowledge in establishing an effective, mathematics-rich classroom environment, as well as organizing and managing the learning environment (e.g., groups, cross-classroom visitations, coaching observations, and etc.).</li><li>· Knowledge of mathematics modifications services to English Language Learners and special education students.</li><li>· Strong and positive communications skill. Ability to use or willingness to learn to use multiple forms of technology.</li><li>· Ability to establish a cooperative working relationship with staff, principals, teachers and the Central Office.</li></ul>

**Application Requirements**

**REQUIREMENTS**

- Two letters of recommendation including one from a peer and one from a supervisor attesting to strengths in mathematics instruction.
- Sample mathematics lesson plans or a portfolio with evidence of mathematics-related work.
- Résumé including education, certifications, and references.

Complete on-line application.

Must complete an online application and attach a resume as a word document. Two job related reference letters required if hired. Appropriate license(s)/certification(s) required if hired. Official transcripts required if hired. All foreign transcripts must be equivocated through an approved agency.

[\(Click here for equivocation list\)](#)

**Additional Job Information**

**PHYSICAL JOB REQUIREMENTS**

**PHYSICAL DEMANDS REFERENCE**

Occasionally (0-33% of day, 0-32 repetitions)

Frequently (34-66% of day, 33-200 repetitions)

Constantly (67-100% of day, >200+ repetitions)

**PHYSICAL DEMANDS**

Exerting 20 to 50 pounds of force occasionally, and/or 10 to 25 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly to move objects.

**ENVIRONMENTAL CONDITIONS**

Indoors, in controlled environment, exposed to weather elements when transferring to and from car and building, and vibration to hand and arm from steering wheel.

A detailed list of physical job requirements is available from the Compensation Department.

These statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all job responsibilities.