

**GENERAL DEFINITION OF WORK:**

Position assists classroom teachers in the development of strategies, skills, tools, and techniques of effective mathematics teaching. Works with administrators and teachers to collect and analyze data, interpret, and use it to guide instructional decisions. Work is performed under general supervision of the Math supervisor.

**ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Facilitate professional growth of classroom teachers through activities such as modeling, observation, conferencing, constructive feedback, co-planning, and co-teaching.
- Guide and support teachers to use research based guidelines and strategies in the classroom.
- Provided opportunities for peer observations and collaboration across multiple grade levels.
- Assist teachers to implement Number Sense Routines into daily math practices to provide students opportunities to discuss different mathematical strategies.
- Participate in appropriate professional meetings, conferences and in-services.
- Aid in the selection of materials/supplies that address identified student academic weaknesses.
- Assist in coordinating educational programs.
- Collect and analyze assessment data; identify and assist in the implementation of classroom intervention strategies for the purpose of differentiating core instruction for all students.
- Performs related duties as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Considerable knowledge of Virginia mathematics standards in grades K-8; must possess the ability to develop high-quality, experience-level staff development; comprehensive knowledge of state law and regulations; ability to communicate effectively, both orally and in writing.

**EDUCATION AND EXPERIENCE:**

A Bachelor's Degree from an accredited College or University is required; must possess or be eligible for a Virginia Teaching License with an endorsement in Mathematics Specialist for Elementary and Middle School.

**PHYSICAL REQUIREMENTS:**

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects; work requires fingering, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, determining the accuracy and thoroughness of work and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

**SPECIAL REQUIREMENTS:**

None

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.