

JOB DESCRIPTION

POSITION TITLE: Literacy & Math Coach/Teaching Specialist
(50% literacy; 50% math)

PROGRAM: Title I (TAS & SWS)

SUPERVISION: School Principal

REQUIREMENTS:

Education: Must meet all “Highly Qualified” requirements as determined by NCLB by June 30, 2006; documentation must be on file in NKSD HR Office (and/or W/ RIDE).

Experience: (SWS) 3-5 years experience working with adults & children (K-3)
(TAS) 3-5 years experience working with adults & children (4-5)

Skills/Abilities: **Excellent computer skills** (Word, Excel/other specialty data management and tracking software; all web-based programs)
Excellent written, verbal, interdisciplinary & interpersonal communication skills.

Work Habits: Must be a self-starter, highly organized, able to take direction, and be able to meet established deadlines.

SUMMARY/DESCRIPTION:

Position works in consultation with principal, classroom/other teacher(s) and parents to ensure consistent instructional (math/reading) strategies between classroom, added-time (AT) programs and the home.

DUTIES & RESPONSIBILITIES:

- Work with & coach classroom teachers to collect and interpret data, identify individual student needs and recommend discreet strategies for student support
- Work collaboratively with Principal & teacher(s) to analyze data, research & recommend appropriate, current, learning models for individual & classroom use
- Provide diagnostic, testing, and other math/reading recommendations based on data findings;
- Support classroom and added-time teacher(s) in the implementation of (student-centered, classroom-based) Web-based instructional support programs that are supplemental, support the RTI process, and serve both struggling & excellerated learners.

Original: 6/06
Rev: 6/07
Rev: 5/09
Rev: 4/10