

Job Title: **MATH COACH / STAFF DEVELOPMENT COORDINATOR**

**Job Purpose**

- To increase the achievement of all students in mathematics by strengthening instructional practices and supporting classroom teachers.
- Provides leadership in the implementation of the Mississippi College and Career Readiness Standards (MCCRS) through job-embedded professional development, instructional coaching, and data-driven decision-making.
- Supports general education teachers in specialized teaching methods and intervention strategies to improve student outcomes.
- Enhances the professional capacity of staff to create rigorous, engaging, and effective mathematics learning environments.

**Knowledge, Skills, and Abilities**

- Demonstrates deep knowledge of mathematical pedagogy, including the Standards for Mathematical Practice and research-based instructional strategies.
- Knowledge of curriculum alignment, curriculum mapping, and state assessment expectations (e.g., MAAP).
- Strong understanding of adult learning theory and the ability to deliver effective professional development and coaching.
- Ability to analyze and interpret multiple data sources to identify trends, gaps, and instructional needs.
- Demonstrates leadership skills to guide Professional Learning Communities (PLCs), data meetings, and school improvement efforts.
- Effective verbal and written communication skills with the ability to build positive relationships with staff and administrators.
- Proficiency in instructional technology, data systems, and digital learning platforms.
- Ability to organize tasks, manage time effectively, and support multiple school sites.
- Ability to model effective instructional practices and provide constructive, non-evaluative feedback.

**Minimum Qualifications**

- Master's Degree in Education, Mathematics, or Educational Leadership preferred.
- Valid Mississippi Educator License with appropriate endorsements, including Mathematics (117), Elementary Education (152, K-4; 153/154 or applicable 4-6), or Mathematics 7-12.
- Minimum of five (5) years of successful classroom teaching experience in mathematics with evidence of improved student achievement.
- Experience leading teachers through professional learning communities, data analysis, lesson planning, and instructional improvement.
- Leadership experience as a lead teacher, department chair, instructional coach, or mentor preferred.
- Demonstrates knowledge of state and federal education requirements and accountability systems.

**Duties and Responsibilities**

- Demonstrates prompt and regular attendance.
- Leads and models effective math instructional strategies, including small-group instruction, use of manipulatives, and problem-solving approaches aligned to district expectations.
- Provides job-embedded instructional coaching through modeling, co-teaching, and non-evaluative observations.
- Designs and facilitates professional development aligned with district initiatives, curriculum, and instructional best practices.
- Conducts daily or regular classroom visits across assigned schools to support instruction and monitor implementation.
- Uses data sources (e.g., MAAP, i-Ready, Case 21, EQT, and other assessments) to identify targeted standards, guide instruction, and support intervention planning.
- Leads and supports Professional Learning Communities (PLCs) and data meetings to analyze student work, plan instruction, and monitor progress.
- Assists teachers with lesson planning, differentiation, and alignment to state standards and assessment expectations.
- Supports implementation of Tier I and Tier II instructional strategies within the MTSS framework.
- Assists with onboarding and mentoring new teachers to ensure effective instructional practices and classroom management.
- Recommends and supports the use of instructional resources, materials, and digital tools to enhance math instruction.
- Maintains documentation of coaching activities, professional development, and instructional support provided.
- Collaborates with curriculum directors and administrators to support district goals and initiatives.
- Performs other job-related duties as assigned by the immediate supervisor.
- Adhere to the Mississippi Educator Code of Ethics and all district policies and procedures and supports the George County School District Core Beliefs and Mission.

**Reports To:** Director of Curriculum or Designee

**Supervises:** N/A

**Terms of Employment:** 200 Days

**FLSA Status:** Exempt

**DISCLAIMER:** The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

	Employee's Printed Name
	Employee's Signature
	Date
	Supervisor's Signature
	Date