



Board of Education of the City of St. Louis
CAREER OPPORTUNITY

Position Title:	Math Specialist
Payroll/Personnel Type:	10 Month
Job #:	8025
Reports to:	Principal
Shift Length:	6.5 Hours a Day
Union Eligibility:	Eligible

Position Summary:

The Math Specialist will support principals and teachers in the area of instruction. The Math Specialist will implement personalized, effective professional development and research-based teaching strategies designed to support the educational program. The Math Specialist will help each pupil develop competence in basic mathematical skills and an understanding of the structure of mathematics; to motivate each pupil to apply mathematical understanding and skills in the solution of practical problems; to encourage pupils to develop their special talents in the field of mathematics. The individual will possess extensive, successful classroom instructional expertise. Specialists will be instrumental in assisting teachers in improving math instruction to ensure that a significant increase in student achievement will occur as measured by student performance on a variety of assessments.

Essential Functions:

- Assists administrators and teachers at the assigned school in the implementation of a comprehensive mathematics program with a focus on differentiation
- Facilitates the school's math team to implement a support framework for increased student achievement in math and to review the math progress of students
- Collects and facilitates the review and use of school math data to guide instruction and plan for student needs
- Demonstrates ideal mathematics lessons to teachers in workshop settings and during professional development
- Coordinates the mathematics best practices of other staff in the building as applicable
- Provides individual and/or small group instruction to meet the needs of students
- Collaborate with individual teachers through co-planning, co-teaching, and coaching
- Assist administrative and instructional staff in interpreting data and designing approaches to improve student achievement and instruction
- Promote teachers' delivery and understanding of the school curriculum through collaborative long-range and short-range planning and teacher coaching
- Facilitate teachers' use of successful, research-based instructional strategies, including differentiated instruction for diverse learners
- Spend a majority of his/her specialist time in classrooms and/or directly with math teachers. Less than 25% of designated specialist time may be spent on curriculum enhancements, assessment work, planning professional development, or other related tasks to improve the division's math program
- Interprets the abilities and disabilities of students and works cooperatively with classroom teachers who have these students in classes
- Assists with screening, evaluating, and recommending interventions for students performing in the lower quartile in math
- Completes reports, collects data, and provides information for program monitoring as requested
- Participates in writing and monitoring the implementation of the curriculum



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- In collaboration with the classroom teacher, provide assistance as requested, such as: participate in parent conferences, answer parent concerns in formal and informal settings to encourage support for their child's mathematics proficiency and development, serve as a resource to promote parental support of the mathematics program goals
- Performs any other related duties as assigned by the school principal or other appropriate administrators

Knowledge, Skills, and Abilities:

- Working with culturally, diverse parents and families in an urban educational setting
- Collaborating with community agencies
- Serving effectively in a collaborative team setting

Experience:

- Five years successful classroom teaching in St. Louis Public Schools
- Collaborating with teachers in data analysis and professional development

Education:

- Bachelor's Degree in Education (required)
- Master's Degree (preferred)
- Missouri Teaching Certification (required)
 - Elementary: B-3, 1-6 certification
 - Secondary: content-specific certification

Physical Requirements:

- Must be physically able to operate a motor vehicle
- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body
- Light work usually requires walking or standing to a significant degree

Working Conditions and Environment:

- Work is routinely performed in a typical interior/office environment
- Very limited or no exposure to physical risk

Disclaimer:

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Review/Approvals:

Employee

Date

Immediate Supervisor

Date



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Human Resources

Date

In connection with hiring for this position the district shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, age, disability, veteran status or national origin.