



Job Title: Mathematics Coach

Wage/Hour Status: Exempt

Reports To: Executive Director of Elementary Ed./Principal

Pay Grade: Administrative Professional - 3

Dept./School: Curriculum and Instruction

Revised: 03/2025

Primary Purpose:

Provide coaching and support to classroom teachers to ensure the continuous development of instructional skills among assigned teachers, improve educator quality, and increase student achievement.

Qualifications:

Education/Certification:

Texas valid teaching certification

Special Knowledge/Skills:

Knowledge of curriculum design and implementation, including instructional best practices

In-depth knowledge of curriculum area assigned

Ability to interpret data and provide guidance for instructional programs and teaching effectiveness

Ability to develop and deliver training to adult learners

Strong organizational, communication, and interpersonal skills

Experience:

Five years teaching experience

Major Responsibilities and Duties:

Work in coordination with district and campus administration including but not limited to the following:

Provide teacher and instructional support related to Mathematics instruction on assigned campuses:

1. Ensure implementation of Tier I instruction in Math, including the use of effective and engaging instructional best practices.
2. Provide instructional coaching, lesson observations, and classroom walkthroughs with feedback.
3. Provide demonstration lessons and model teaching.
4. Assist teachers with internalization of curriculum content through the use of district curriculum resources, including the current district adopted curriculum.
5. Assist with unit and lesson planning including the use of the District Designated Curriculum Documents, adopted and supplemental curriculum resources, and district scope and sequence materials with fidelity.
6. Lead / facilitate Professional Learning Communities (PLCs) related to Math instruction and intervention, including using data to inform instruction.
7. Assist with / lead campus and district professional development for Math and Curriculum and Instruction.
8. Mentor new and struggling teachers.



Other:

9. Provide technical support for online programs and curriculum resources related to Math instruction.
10. Serve as or support the Academic UIL Campus Coordinator for assigned campus.
11. Follow district safety protocols and emergency procedures.
12. Compile, maintain, and file all reports, records, and other documents required, including confidential student and teacher records.
13. Comply with federal and state law, State Board of Education rule, and local board policy. Comply with all district and local campus routines and regulations.
14. May complete other duties as assigned not to exceed 5% of the employee's time.

Supervisory Responsibilities: None

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Personal computer and peripherals; standard instructional equipment

Posture: Prolonged sitting; frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Frequent walking

Lifting: Regular light lifting and carrying (less than 15 pounds)

Environment: Work inside, may work outside

Mental Demands: Maintain emotional control under stress

Wage/Hour Status: Exempt

Pay Grade: Administrative Professional - 3

The Abilene ISD does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, military status, or any other basis prohibited by law. Employment decisions will be made on the basis of each applicant's job qualifications, experience, and abilities.

I understand I work for Abilene ISD and assigned to the _____ Department. The foregoing statements describe the general role and responsibilities assigned to this job. I understand this is not an exhaustive list of all responsibilities and duties that may be assigned; other duties may be assigned as needed.

EMPLOYEE SIGNATURE _____ Date: _____