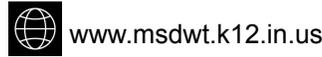


# Washington Township Schools

8550 Woodfield Crossing Blvd.  
Indianapolis, IN 46240  
P: (317) 845.9400  
F: (317) 205-3385



The Metropolitan School District of Washington Township (MSDWT) is located in the northern section of Indianapolis. It is a dynamic community with broad diversity in cultures, religions, ethnic groups, races, and socioeconomic levels. MSDWT has been an educational leader in Indiana for the last sixty years.

Our mission is to nurture our students into tomorrow's leaders by cultivating learning environments that ignite innovation, amplify diverse and critical thinking, and inspire growth and achievement.

## JOB DETAILS

<b>Job Title</b>	<b>Elementary Math Instructional Coach</b>
<b>Qualifications Profile (Licensure)</b>	This position requires a valid and active license issued by the Indiana Department of Education
<b>Education</b>	Candidates must document successful attainment of degrees required for licensure in the state of Indiana, Master's degree preferred
<b>Location</b>	<b>Clearwater Elementary School</b>
<b>Position Start Date</b>	<b>8/4/2026</b>
<b>Work Schedule</b>	Full-Time
<b>Calendar Length</b>	185 day contract
<b>FLSA Classification</b>	Salaried, Exempt
<b>Salary/Hourly Rate</b>	The teacher salary schedule is based on teaching experience and starts at Bachelor's \$52,000/Master's \$53,000 with 0 years of experience.
<b>Benefits</b>	Benefits are effective 1 <sup>st</sup> of the month following the first day of employment. Additional benefits information can be found at <a href="https://www.msdwt.k12.in.us/benefits">https://www.msdwt.k12.in.us/benefits</a>

## JOB EXPECTATIONS & REQUIREMENTS

### Essential Functions

- Collaborates with administrators and other educators to identify and develop academic interventions
- Assists in the collection, disaggregation, entry and analysis of student data
- Provides instructional guidance and resources to instructional assistants in their building
- Supports best practices in classrooms through instructional coaching
- Develop and maintain a confidential, collegial relationship with teachers

- Supports inclusionary practices in general education classrooms for all learners
- Leads and participates in on-going and job-embedded professional development including, but not limited to, team planning sessions, professional learning communities, morning meetings, planning days, after-school workshops, etc.
- Collaborates on development and update of district resources and curriculum documents
- Collaborates with literacy, math and MTSS coaches, media specialist, special education teachers, and English as a New Language teachers
- Monitors all new student enrollment records to support teaching and learning in the building

### Additional Duties

- Supervise students during non-instructional time, including hallway transitions, lunch periods, or assigned duties before and after school
- Maintain classroom materials and technology
- Submit required documentation in a timely manner
- Perform other duties as assigned by building administration

### Knowledge, Skills, and Abilities

- A minimum of 5 years of successful classroom teaching experience
- Highly effective interpersonal and group communication skills
- Highly effective presentation and facilitation skills
- Demonstrated ability to communicate in a professional manner both orally and in writing
- Strong knowledge base of RTII/MTSS and best practices in interventions and tier supports
- Strong knowledge of RTII/MTSS and data-based decision making
- Strong work ethic, self-directed, and self-motivated
- Willingness to attend additional training related to the coaching position
- Willingness to facilitate and co-plan district level and building level professional development

PHYSICAL REQUIREMENT	<b>PERCENT OF TIME</b> Seldom = Less than 25% Occasional = 26 to 50% Often = 51 to 75% Very Frequent = 76% and above
Ability to stand for extended periods of time	Often
Ability to carry 25 pounds	Occasional
Amount to lift 25 pounds	Occasional
Amount of force to push/pull up to 25pounds	Seldom
Ability to work at a desk, conference table or in meetings of various configurations	Very Frequent
Ability to see for the purpose of reading laws and codes, rules and policies and other printed matter	Very Frequent
Ability to hear and understand speech at normal levels	Very Frequent

PHYSICAL REQUIREMENT	<b>PERCENT OF TIME</b> Seldom = Less than 25% Occasional = 26 to 50% Often = 51 to 75% Very Frequent = 76% and above
Ability to communicate so others will be able to clearly understand a normal conversation	Very Frequent
Ability to operate office equipment	Very Frequent
Ability to reach in all directions	Very Frequent
Climbing	Seldom
Overhead work	Seldom

**CONTACT INFORMATION**

Krista Douglass, Principal  
[kdouglass@msdwt.k12.in.us](mailto:kdouglass@msdwt.k12.in.us)

The Metropolitan School District of Washington Township is an equal opportunity/equal access employer fully committed to achieving a diverse workforce and complies with all applicable Federal and Indiana State laws, regulations, and executive orders in its programs and activities. Washington Township does not discriminate on the basis of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran's status.