

MATH REGIONAL INSTRUCTIONAL SPECIALIST

Application Deadline: September 17, 2010

Salary Range: 50,000 – 70,000

Contact: Deedara Hicks, Regional Executive Director, Deedara.Hicks@fldoe.org

Job Description: See below for qualifications required.

Open Position: Region 5

All applicants must submit a letter of interest and resume indicating qualifications as they relate to the listed criteria for this position via email or fax. You must indicate in your letter if you are claiming Veterans' Preference. It is the responsibility of the applicant to submit sufficient information to enable the screening committee to effectively evaluate his/her education, training, and experience.

QUALIFICATIONS

1. Bachelor's degree
2. Certification in mathematics
3. Five (5) years successful teaching and/or coaching experience
4. Experience in improving student performance in high poverty schools
5. Demonstrated success working collaboratively with educators in establishing goals, objectives, and action plans to increase student achievement

KNOWLEDGE, SKILLS AND ABILITIES

- Deep, broad knowledge and expertise of what quality teaching and learning looks like in a mathematics classroom
- Deep, broad knowledge of the Next Generation of Sunshine State Standards
- Deep, broad knowledge of the mathematics item specifications and benchmarks
- Deep, broad knowledge of secondary mathematics course descriptions
- Ability to redirect instruction to improve instructional delivery
- Content-area knowledge and expertise in primary and secondary curriculum and pedagogy
- Knowledge and skill in data analysis
- Knowledge of various evidence-based instructional coaching approaches
- Strong interpersonal skills that lead to an effective working relationship with all internal and external customers
- Strong written and verbal communication skills
- Strong presentation skills with the ability to deliver technical assistance in a form understood by customers and stakeholders
- Strong organizational and problem-solving skills
- Ability to work autonomously and employ multiple approaches to solve specific achievement challenges
- Strong analytic and interpretation skills
- Ability to orchestrate change
- Ability to meet tight timeframes

- Ability to balance multiple and competing priorities and maintain goal directed behavior and performance
- In-depth knowledge of state and federal laws, rules, policies, and procedures related to school improvement and Differentiated Accountability
- Strong knowledge of Microsoft Office programs
- Strong work ethic
- Knowledge of Differentiated Instruction
- Experience with using manipulatives to enhance mathematics instruction
- Unwavering belief that all students can be successful academically despite challenges

An additional requirement of the job is to be able to travel both in state at least 50-75% of the time for state meetings, workshops/conferences, and site related instructional modeling, coaching, monitoring and instructional reviews.

REPORTS TO:

Regional Executive Director

JOB GOAL:

Serves as a mathematics content expert to provide technical assistance and support to assigned schools and to prioritize services to schools identified as low achieving by state and federal standards. Using effective methods, resources, and evidence-based instructional strategies, the mathematics instructional specialist assists with the implementation of federal and state legislation, priorities, and requirements for ensuring school improvement. The mathematics instructional specialist focuses on increasing the academic achievement for all students, especially in the area of mathematics, while building the capacity of teachers and instructional coaches to sustain student achievement.

SUPERVISES:

None

PERFORMANCE RESPONSIBILITIES:

- Manifests a professional code of ethics and values
- Provides a non-threatening, open, professional, and collaborative work relationship with schools
- Works collaboratively with schools on all aspects of professional development, technical assistance, program monitoring, special requests for assistance, preparation of materials for State Board of Education (SBE)
- Promotes and supports implementation of Florida's school improvement and accountability system

- Provides ongoing technical assistance to districts and targeted schools based on identified needs and data including the implementation of evidence-based instructional strategies; professional learning communities; lesson study; progress monitoring; School Improvement Plan development; differentiated instruction; and training on the Florida Continuous Improvement Model (FCIM) and the new standards
- Keeps abreast of state and federal educational legislation, SBE mandates, and FDOE policies and procedures
- Conducts instructional reviews in targeted schools and provides follow up assistance and professional development in schools and districts based on areas of need
- Works with FDOE to coordinate efforts and provide appropriate services to schools so that there is a cohesive, sustained, intensive and classroom- focused approach that is rigorous, engaging, and relevant for students
- Reports all activities on the online database by the required deadlines
- Keeps abreast of the latest research to improve student achievement in the respective content area
- Performs other duties and responsibilities as assigned by supervisor

TERMS OF EMPLOYMENT:

Non-bargaining unit compensation plan, twelve months, 8.0 hours per day

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Florida Department of Education's policy on evaluation of personnel.