



JOB TITLE	DEPARTMENT	REPORTS TO
Mathematics Specialist	Curriculum	Executive Director of Teaching and Title I

Position No: 63120	Length of Work Year: 11 Months
Salary Schedule: IN11	Date Approved: 8/26/97
FSLA: Exempt	Date Revised: 8/10/99

JOB GOAL
The Mathematics Specialist provides expertise to guide and assist in coordinating the school's learning experiences in the areas of Mathematics. The Mathematics Specialist serves in a collaborative role between administration and teachers to coordinate an integrated curriculum. Guided by the school's improvement plan, the Mathematics Specialist will coordinate and provide the professional development necessary to accomplish the school's student performance improvement goal in the academic area.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. Bachelor's Degree or higher. 2. Florida teaching certificate - Mathematics preferred. 3. Pattern of implementing the latest research of teaching/learning in the classroom. 4. A minimum of five years teaching experience. 5. Ability to perform the functions of the position.

DUTIES AND RESPONSIBILITIES
<p>The Mathematics Specialist coordinates, promotes, and provides a focus on better comprehension and learning outcomes for all students through at least the following activities:</p> <ol style="list-style-type: none"> 1. To provide leadership in curriculum development in Mathematics, grades K-12. 2. To promote the utilization of interdisciplinary efforts which emphasize activities that promote higher level thinking and reasoning skills. 3. To promote expanded learning enhancement opportunities for students through the regular instructional program. 4. To promote staff development opportunities for the entire school, parents, and the community that promotes a more effective instructional climate. 5. To demonstrate, model and coach in the use of learning strategies with teachers and students. 6. To encourage classroom action research activities that provide evidence to teachers and students that specific learning techniques do make a difference in their learning and achievement. 7. To continue personal professional growth and development by 1) studying and applying research on learning and teaching; 2) implementing effective schools practices; 3) attending appropriate conferences; 4) sharing through presentations; and 5) networking with other learning specialists. 8. To distribute up-to-date findings in research. 9. To facilitate an effective community relations effort focusing on the school's learning environment. 10. To provide assistance in selection of textbooks. 11. To provide assistance in test interpretation. 12. To promote and assist in coordinating a Mathematics program in grades K-12. 13. To perform assigned tasks in a timely and efficient manner. 14. To perform assigned tasks with a high standard of quality. 15. To perform other duties as assigned by the Supervisor.

PHYSICAL DEMAND CLASS:

Sedentary Light (SL) - Occasional lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-20 pounds. Occasional walking and/or standing may be required.