

**THE NEW YORK CITY DEPARTMENT OF EDUCATION  
DIVISION OF HUMAN RESOURCES  
65 COURT STREET  
BROOKLYN, NEW YORK 11201**

**Posting: September 22, 2010  
Deadline: October 21, 2010**

**TEACHER VACANCY CIRCULAR No 4, 2010-2011 (For 2010-2011 School Year)**

**POSITION:**                   **Math Coach**  
**1 Position (SUBJECT TO BUDGET AVAILABILITY)**

**ELIGIBILITY:**               Licensed by the New York City Department of Education.  
Currently employed as an appointed Tenured Teacher with a  
minimum of five years of teaching experience.  
Satisfactory record of service, attendance, and punctuality.

**LOCATION:**                   **Discovery High School**  
**2780 Reservoir Avenue**  
**Bronx, NY 10468**

♦ **SELECTION CRITERIA:**

- ♦ Demonstrated successful experience as a classroom teacher of Math utilizing current best teaching practices and knowledge in latest curricular and instructional reform (curriculum mapping, differentiated instruction, rubrics).
- ♦ Demonstrated successful teaching of Workshop Model strategies.
- ♦ Demonstrated successful experience as a staff developer/teacher trainer in Math preferred.
- ♦ Demonstrated expertise in designing and implementing standards-based instruction and assessment.
- ♦ Demonstrated capacity to serve as a catalyst for implementing instructional change in the classroom.
- ♦ Demonstrated excellent ability to communicate (written and oral) effectively and possess excellent human relation skills.
- ♦ Demonstrated ability to model lessons, facilitates workshops, and lead study groups.
- ♦ Demonstrated ability to work collaboratively with teachers and administrators on instructional issues to address the school's instructional objectives.
- ♦ Demonstrated ability to maintain excellent discipline and classroom management skills to all grades.
- ♦ Demonstrated success in teaching, which is based on student achievement, and enhancing math skills.
- ♦ Commitment to continuous professional development.
- ♦ Demonstrated knowledge and application of technology as an instructional tool.
- ♦ Willingness to attend and provide evening parent meetings at school.

**DUTIES AND RESPONSIBILITIES:**

- ♦ Work in a staff development model with classroom teachers 9-12 to develop strategies as per the city-wide uniform curriculum to help students achieve high standards in all areas of communication arts.
- ♦ Assist teachers in developing standards-based instruction in classrooms and support a culture of reflective practice among teachers, including reviewing student work to inform instruction and enhance student achievement.
- ♦ Provide technical assistance and support for school based staff in all aspects of math programs, including maintaining math libraries.
- ♦ Model lessons and provide feedback to implement Core programs in Math 9-12.

**Page 2: TEACHER VACANCY CIRCULAR No. 4 (For 2010-2011 School Year); Math Coach  
Position – Discovery HS –District 10**

- ♦ Coordinate the activities of math paraprofessionals and classroom teachers to provide support for "At-Risk" students in classrooms. Provide staff development for math paraprofessionals.
- ♦ Help teachers and other school staff select instructional supplies that support math goals.
- ♦ Complete all documentation and paperwork related to the program including maintenance of log of activities.
- ♦ Attend Math Coach Meetings, study groups, and conferences to continue professional development.
- ♦ Provide direct services to students on an as needed basis.
- ♦ Provide support to design family math programs and help implement school based funded program in parent meetings.
- ♦ Conduct planning meetings with teachers to analyze student work, review assessments and use data to drive instructional change.
- ♦ Assist teachers to embed assessment into daily instructional activities.
- ♦ Organize data for class progress sheets in literacy
- ♦ Differentiate support for teachers based upon need.
- ♦ Work closely and collaboratively with administrators to plan relevant professional development as per the CEP.
- ♦ Facilitate workshops, grade conferences, and study groups to support professional development for teachers.
- ♦ Co-teach, as needed.
- ♦ Work collaboratively to develop the CEP.

**WORK SCHEDULE:** As per UFT Collective Bargaining Agreement

**SALARY:** As per UFT Collective Bargaining Agreement

**APPLICATION:** A letter of application (narrative is to describe your qualifications in relation to the selection criteria and the duties outlined in the posting as well as the additional aspects you believe you can bring to the position) and current resume must be submitted by October 21, 2010 to:

**Discovery High School  
2780 Reservoir Avenue  
Bronx, NY 10468  
Phone: 718-733-3872 Fax: 718-733-3621**

**AN EQUAL OPPORTUNITY EMPLOYER**

It is the policy of the Department of Education of the City of New York to provide educational and employment opportunities without regard to race, color, religion, creed, ethnicity, national origin, alienage, citizenship status, age, marital status, partnership status, disability, sexual orientation, gender (sex), military status, prior record of arrest or conviction (except as permitted by law), predisposing genetic characteristics, or status as a victim of domestic violence, sexual offenses and stalking, and to maintain an environment free of harassment on any of the above-noted grounds, including sexual harassment or retaliation. Inquiries regarding compliance with this equal opportunity policy may be directed to: Office of Equal Opportunity, 65 Court Street, Room 923, Brooklyn, New York 11201, or visit the OEO website at <http://schools.nyc.gov/OEO>

**APPROVED:** *Gary Barton*  
Gary Barton  
Division of Human Resources