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**TRINITY EPISCOPAL SCHOOL**

**Math Instructional Coach & Support Specialist**

**Trinity Episcopal School** is an inclusive, forward-thinking, faith-based K-8 independent school that meets each student where they are to nurture the whole child’s academic, social, physical, emotional, and spiritual growth. Trinity is located in West Lake Hills, close to downtown Austin, Texas.

**Our Mission:** At Trinity Episcopal School, we will nurture each child academically, physically, emotionally, and spiritually. We will honor each child’s spirit for learning and life, ever mindful that we are all children of God.

**Overview*:*** The Math Coach and Instructional Support Specialist serves as a member of the Lower School Leadership Team and is responsible for promoting and nurturing the education of students by supporting the faculty, primarily in regards to math efforts, as we ensure that all students are learning in accordance with the mission and values of the school.

**Reporting**

The Lower School Instructional Support Specialistsreport to the Head of Lower School.

**Responsibilities -** Main responsibilitiesinclude, but are not limited to, the following:

* Collaborate with the Middle School Math Support Specialist to ensure consistency of the K-8 math program and best practices in the constructivist approach.
* Plan and lead professional development opportunities for the math team, focusing on innovative strategies, assessment practices, and instructional methodologies.
* Partner with lead Lower School math teachers to ensure systematic instruction, horizontal (K and 1st) and vertical alignment (K-4), and the creation of lesson materials that align with the overall math philosophy and curriculum.
* Collaborate with classroom teachers and other members of the Instructional Support team to support classroom learning and promote student success.
* Provide individualized coaching and mentoring to teachers to enhance their instructional practices and implement effective math strategies.
* Model best practices in math instruction by co-teaching lessons, facilitating small groups, and providing classroom demonstrations.
* Assist with the coordination and implementation of differentiated groups to address fact fluency, foundational skills remediation, and extension of advanced concepts in grades K-4; when necessary, lead small differentiated groups.
* Support the administration and analysis of benchmark assessments, offering organizational and technical assistance for data collection, scoring, and reporting.
* Collaborate with the Lower School Instructional Support team and math teachers to gather, analyze, and interpret assessment data to inform instructional planning.
* Facilitate and co-lead Data Response Team (DRT) meetings and participate in monthly Student Talk meetings to address individual student needs.
* Oversee and support all aspects of the math curriculum, including weekly planning sessions, resource preparation, and curriculum implementation through modeling and providing small group support.
* Provide expertise in integrating technology into math instruction to enhance engagement and learning, including the implementation of online math tools like Dreambox and Reflex.
* Foster a culture of inquiry, problem-solving, and a growth mindset in math for students, teachers, and the broader school community.
* Design and deliver workshops and resources for parents to support math learning at home, enhancing the school-to-home connection.
* Stay updated on current research and trends in math education, sharing relevant insights with staff to continuously improve teaching and learning practices.
* Perform other duties as assigned by the Head of Lower School to support the goals of the Instructional Support role and the Lower School Division.

***At Trinity, our faculty***

* seek knowledge of current instructional theories as a commitment to understanding and professional growth
* demonstrate a vast repertoire of effective and engaging instructional strategies that meet the needs of all students
* hold high – but not uniform – standards for/expectations of all students
* maximize instructional minutes
* model, teach, and expect age-appropriate disciplined behaviors in a way that is mission-consistent and respectful
* meaningfully and personally engage with all students
* actively support colleagues
* positively and actively contribute to the life of the school
* collaborate with parents in the best interest of the students
* understand and respect the principal qualities of an Episcopal school
* respect and seek understanding in all facets of diversity

***Qualifications***

Applicants must have a bachelor’s degree or higher in the teaching of mathematics and instructional coaching from an accredited school, superior teaching skills, excellent character, and a proven legacy of outstanding performance working with elementary-aged children. Excellent writing skills and strong verbal communication skills are expected. Ability to be an innovative, collaborative, and positive member of the faculty is required. Professional development and experience in integrated learning, constructivist philosophy, and inquiry-based teaching methods are preferred.

***To Apply***

Resumes and letters of application should be sent to Human Resources at Trinity Episcopal School, 3901 Bee Cave Road, Austin, TX 78746, or by email to employment@austintrinity.org. Applications will be reviewed upon receipt and accepted until the position is filled. No phone calls please.

*Trinity Episcopal School invites all qualified individuals who share our core values to apply for faculty positions. All faculty members must be able to support Trinity’s mission as a Christian school.*

*Trinity Episcopal School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.*

*Trinity Episcopal School complies with applicable state and local laws governing, non--‐discrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.*