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**TRINITY EPISCOPAL SCHOOL**

**Instructional Support - Math**

**Trinity Episcopal School** is seeking a Math Instructional Support Specialist for the 2025-2026 school year.

**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 Instructional Support role enhances student learning by partnering with teaching teams, primarily in mathematics, to ensure alignment with the school’s mission and values.

**Reporting**

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

#### Responsibilities include, but are not limited to, the following:

* Collaborate with Lower School math teachers to ensure systematic instruction, horizontal alignment, and lesson development consistent with the school’s math philosophy and curriculum.
* Work with classroom teachers and the Instructional Support team to enhance student learning and success.
* Provide differentiated small-group math instruction and support best teaching practices in K-4 classrooms.
* Assist with the coordination of differentiated groups to support fact fluency, skill remediation, and concept extension in grades K-4.
* Gather and analyze assessment data to support grade-level teams and present findings at Data Response Team (DRT) meetings.
* Assist with benchmark assessments three times a year, including organizing, scoring, and reporting data.
* Support math instruction by participating in weekly planning sessions, preparing materials for small-group differentiation, and modeling instructional strategies.
* Assist math leads and teaching fellows in implementing Trinity’s blended-learning math curriculum (*DreamBox* and *Reflex*).
* Support the math specialist in professional development initiatives for the math team.
* Perform additional duties as assigned by the Head of Lower School to support instructional efforts and the Lower School Division.

**Qualifications:** A bachelor’s degree or higher from an accredited school, education-related training, and classroom teaching experience in the math classroom are required. Strong verbal communication skills are expected. Ability to be an innovative, collaborative, and positive member of a faculty is imperative*.*

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.