

ORANGE UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SPECIALIST, K-6 MATHEMATICS

BASIC FUNCTION

The District Common Core Elementary Instructional Specialist, under the supervision of the Director of K-12 Curriculum & Instruction, will lead district efforts and serve as the resource for the implementation of the Common Core Standards for Mathematics and the Mathematical Practices. This includes providing training and support for elementary school math teachers and upholding the mission and values set forth in 21st century teaching and learning.

DISTINGUISHING CHARACTERISTICS

This position classification requires expertise in the field of Mathematics. Direct experience in teaching in one or more math areas is required to perform programmatic analyses using widely prescribed instructional principles and concepts.

- Research, find, and create appropriate curriculum aligned with the Common Core State Standards (CCSS) in Mathematics, including the Standards for Mathematical Practice
- Assist in the revision of all elementary assessments and units of study to reflect 21st century teaching and learning in the CCSS
- Plan, design and execute professional development sessions that prepare teachers, instructional specialists, principals, and district members for the CCSS including curriculum, assessments, and instructional technology
- Design a technology infrastructure (or redesign our current system) that aligns with the demands of the CCSS to share best practices, such as units of study and performance tasks
- Carefully plan and present the CCSS shifts in a way that both communicates the urgency as well as provides excitement and interest focusing on teacher ownership of the initiative.
- Work in collaboration with other teachers, instructional specialists, coaches or principals, as needed
- Perform other related duties as required and assigned

This position classification performs light work involving sitting a portion of the time, but does require walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, the ability to provide oral information and direction, and the handling and transporting of instructional and assessment materials and objects.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

ESSENTIAL DUTIES

- Assists school site teachers and administrators with the implementation of the Common Core Standards via the district's transition plan to 21st century teaching and learning.
- Demonstrate exemplary mathematics instruction for teachers through the following practices: coaching, modeling lessons, collaborative lesson planning, facilitating lesson study, and providing small and large group professional development.
- Experience in Common Core Instructional Strategies such as questioning techniques, communication objectives, response frames, purposeful grouping, active engagement and other research based strategies to increase level of instruction.

- Experience in the balanced instructional design, student centered learning, collaborative inquiry, shifts in the application of learning, performance tasks and culture of inquiry.
- Experience with or understanding of Units of Study and Curriculum Maps to reflect the requirements of the Common Core Standards. In addition, help make recommendations regarding the purchase of instructional materials, as needed.
- Assist in the analysis of formative and summative assessment practices to ensure their effectiveness in monitoring achievement of the Common Core Standards in mathematics.
- Understand and utilize 21st century practices that illicit the use of creativity, critical thinking, collaboration and communication in units of study for math.
- Plan and facilitate training for teachers on the implementation of the Common Core Standards and Smarter Balanced Assessments.
- Attend Instructional Specialist Training and Professional Development

QUALIFICATIONS

Demonstrates the following criteria:

- Demonstrated commitment to students and learning; experience in working with adult learners
- Demonstrated knowledge of curriculum development and program design as related to Response to Instruction/Intervention and the Collaboration Cycle of Effective Instruction, Thinking Maps and support for special populations of students (English learners, students with disabilities, gifted and talented students)
- In-depth experience in best-practices that positively impact instruction and learning pedagogy
- Excellent communication, presentation and interpersonal skills with demonstrated ability to write clearly and persuasively
- Excellent organization, time management and follow-up skills; high sense of urgency; demonstrated ability to successfully handle multiple projects concurrently; ability to work as a team
- Strong community-building skills; experience in mentoring or coaching teachers
- Computer and Internet skills
- Highly adaptable, able to be effective and maintain composure in fast pace environment

Ability to:

Communicate effectively in oral and written form, utilizing a simplistic communication mode in ensuring understandable and thorough communication; Establish and maintain cooperative and effective working relationships with others. Organize, evaluate and analyze data and plan actions based on the data collected. Serve as a resource in classroom management, curriculum, instruction, assessment and technology for instructional staff. Display the use of good judgment in making decisions. Train and provide work direction to others. Work independently with little direction. Meet schedules and time lines.

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EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

- Seven (7) years teaching experience, preferably all years in an elementary setting
- At least two (2) years of coaching experience in working with teachers and principals.

Education:

Minimum educational level:

- Bachelor's Degree required. Bachelor's Degree in Mathematics is preferred.
- Master's Degree is highly desired.

Certification Requirement

Valid California Teaching Credential (multiple or single subject in mathematics) is required.

License Requirement

Possession of a valid California Motor Vehicle Operator's License is required.

Condition of Employment

Insurability by the District's liability insurance carrier