



University Middle School Math Instructional Support Part-Time Position

Description

University Middle School is seeking a part-time team member that will support math instruction across grades 6 – 8. This position is responsible for coaching, supporting, and guiding teachers in best practices related to effective secondary math instruction. This position coaches teachers, models lessons, co-teaches, collaboratively plans, provides observational and planning feedback to teachers, and as necessary, supports student learning through small group instruction. This position works with teachers to align math grade-level standards to the grade's Project-Based Learning driving questions. Daily support of teachers includes frequent classroom visits, observing math instruction to assess need, planning for instruction, modeling, co-teaching, consulting, guided reflection, and supportive and specific feedback to teachers as needed. This team member works in partnership with the Executive Director, Assistant Director, Director of Experiential Learning, Director of Academic Operations, and the University Middle School math team to support students and teachers, under the supervision of University Middle School's Executive Director. This position serves as a part-time staff member (20 hours a week) and will work during school hours (8:00am – 3:00pm), in order to observe classroom instruction and work directly with teachers and students.

Major Duties & Responsibilities

- Coaches and supports teachers in planning, delivering, and assessing quality Math instruction.
- Participates and observes the planning process and the instruction that follows, and provides supportive and specific feedback and suggestions.
- Plans, models, and co-teaches effective lessons with teachers
- Provide direct instruction to students via small group instruction
- Analyzes data to determine benchmarks, establish goals, and monitor improvement in identified schools and develops concrete steps within the school, content area, or classroom to address identified needs.
- Assists teachers in analyzing data to guide instruction and plan and align grade-level standards to project-based learning driving questions
- Other duties as assigned

Compensation

This part-time position is paid a \$30.00 hourly rate and is not eligible for benefits.

Position Qualifications

- Bachelor's degree in education, mathematics, or related field.
- Experience teaching secondary math courses.
- Experience providing instructional support and coaching teachers preferred.
- Current Tennessee Teaching license preferred, but not required.

Application

To apply please email your resume, including 2 references, to Kerrith Griffin (kdgriffn@memphis.edu) and Aubrey Nelson (nelson23@memphis.edu) no later than December 17th.