

# ROLLING RIVER SCHOOL DIVISION REGULATION

## Numeracy Coach Job Description

GDABA/R

**Position Title:** Numeracy Coach

**Reports to:** Superintendent

---

### Job Purpose and Objectives

To contribute to the overall goals of the Rolling River School Division

A numeracy coach focuses on providing professional development for teachers by providing them with the additional support needed to implement various programs and practices. They provide essential leadership for the numeracy program helping create a long-term staff development program that supports both the development and implementation of numeracy programs.

### Education

Required:

- Valid Manitoba Teaching Certificate
- 5 years successful teaching experience in Elementary and/or High School
- Must have in-depth knowledge of numeracy processes, acquisition, assessment, and instruction

### Key Responsibilities

- Facilitate and monitor the grade 6 & 9 MRLC Numeracy Research Project
- Model effective instructional strategies for teachers
- Incorporate effective current researched numeracy practices;
- Assist in implementation of embedding numeracy strategies within curriculum;
- Support teacher planning of inclusive lessons that extend learning for all students'
- Work in collaboration with school teams and clinicians to enhance, plan and support numeracy practices;
- Assist teachers in using data and data analysis to inform and guide instruction Assist teachers in using data and data analysis to inform and guide instruction (Assessment for Learning; Assessment as Learning, Assessment of Learning);
- Design, plan, conduct relevant training sessions for small and large groups;
- Provide content knowledge and resources about teaching numeracy skills;
- Participate in ongoing professional learning;
- Complete a month end activity report (see Appendix A) for trimester and year end reports;
- Facilitate a lesson study cycle to support adult professional development: A learning problem is identified and the team works together for a solution.
  - Examine data, selecting a focus
  - Planning the study lesson
  - Rehearse the research lesson

# ROLLING RIVER SCHOOL DIVISION REGULATION

## Numeracy Coach Job Description - Continued

GDABA/R

- 
- Public teaching of the lesson
- Focused observation of the lesson based in the group's goals
- Evidence-based debriefing
- Revision based on the group's reflection
- Teaching of a revised lesson
- Evidence-based debriefing

**Date Adopted:** September 7, 2016