



Math Achievement Coach

Grades: K-2

Start Date: August 2017

Location: NCSH Northwest

The Neighborhood Charter School of Harlem (NCSH) has been chartered by the New York State Education Department and opened in Central Harlem in August 2012 with kindergarten and first grade. As of the 2017-2018 academic year, NCSH will serve grades K-6 and will add a grade each year thereafter until the school accommodates scholars in kindergarten through eighth grade. The school has an accomplished and committed Board, which includes its two founders as well as a Head of School. We are looking for experienced educators who are excited by the challenge of being part of the school and have the dedication and motivation to make it happen.

Mission of the School

Our mission is to provide the children of Harlem with new educational opportunities through a rigorous, comprehensive K-8 program that cultivates the intellectual, social and emotional development of each child. Our students, who include high-functioning children with autism spectrum disorders, will become independent learners and critical thinkers, will acquire the academic skills that they need to succeed in college preparatory high schools and will exhibit the social and emotional skills that will allow them to reach their full potential.

Responsibilities of the Math Achievement Coach

- Design curriculum and pacing plans
- Design and implement a test-readiness program for the school
- Develop and manage assessments and tasks for all subject areas that are aligned to the Common Core Learning Standards in coordination with the Head of School/Assistant Principals
- Design and set clear goals for all subjects and units in every class
- Analyze student data, create reports and communicate this data with teachers
- Set clear target goals for scholar improvement and communicate this information with teachers, scholars and family members
- Develop and implement ongoing professional development sessions on promising practices in teaching

- Ensure that every student is receiving intervention and extension services where needed and coordinate this information with the Director of Special Education and Head of School/Assistant Principals
- Spend 90% of the work day observing teachers and provide actionable feedback in real time, resulting in improved instruction for all students
- Manage the use of data and plan with teachers to ensure that data is used to drive instructional practices
- Coordinate all testing and assessments and create school-wide assessment calendars for all classes across all subject areas
- Prioritize professional development needs through careful analysis of student data
- Design and lead professional development sessions which include but are not limited to:
 - Effective planning
 - Delivery of instruction
 - Use of data to drive instruction
- Ensure that all students are performing at an extremely high level
- Develop and deliver curriculum sessions for families to bring them up to speed with NCSH instructional practices
- Other duties as assigned by the Head of School/Assistant Principals

Qualifications

- Demonstrated success as an educator in an urban setting with at least three years of satisfactory teaching
- Ability to work in a fast-paced, no excuses environment
- Superior technology skills, including Excel
- Demonstrated success with best elementary school instructional practices
- Experience designing and delivering professional development
- Excellent communication skills
- Impeccable organization skills
- Demonstrated success in establishing and maintaining strong relationships with colleagues
- Ability to give very clear and direct feedback to improve teaching and learning for all students

Compensation

We offer a very competitive salary and comprehensive benefits package.

To Apply

E-mail cover letter and resume to jobs@ncsharlem.org. Please type “Math Achievement Coach” in the subject line of your e-mail.

The Neighborhood Charter School of Harlem is an equal opportunity employer.