



The Lamplighter School

11611 Inwood Road

Dallas, Texas 75229

214-369-9201 fax: 214-369-5540

Math Specialist

Reports to: Assistant Head for Teaching & Learning in Lower School

FLSA Status: Salaried, Exempt

Work Schedule: Full-time; School year

Position Overview:

Under the supervision of the Assistant Head for Teaching & Learning in Lower School, the Math Specialist will plan, develop, and implement an effective instructional program to provide targeted remediation and enrichment for the Lower School students. The Math Specialist will also collaborate with colleagues while maintaining a positive team attitude.

Job Responsibilities:

- Plan, organize, and implement reading lessons that support students in small group and/or one-on-one settings, collaborating closely with classroom teachers
- Provide math enrichment in small group settings allowing students that need additional challenge an opportunity to engage with math concepts in a more sophisticated way
- Provide one-on-one remediation to students with fragile mathematical profiles identified by classroom teacher and/or standardized testing
- Support teachers with relevant resources and materials to supplement or enhance reading curriculum
- Communicate effectively with parents, teachers, and administration
- Develop and maintain positive relationships with students, parents, teachers, and administration
- Upon request of a teacher or administration, observe students in literacy class and discuss findings to best support individual student needs
- Attend all required school meetings and public-relations events, including participate in school committees and extracurricular activities as required
- Engage in professional development to stay abreast of current topics in education
- Understand and support The Lamplighter School commitment to diversity and inclusion
- Perform all other related duties as assigned

Education and Experience:

- Bachelor's degree required; Master's degree preferred
- Knowledge and experience teaching ages 5 - 10 years
- Experience in designing and implementing mathematics curriculum (preferably a familiarity with *Everyday Math*)

Job Knowledge, Skills, and Abilities:

- Demonstrate thorough knowledge of teaching practices and a commitment to teaching within a caring, highly academic environment
- Ability to teach math across grades 1 - 4
- Excellent verbal and written communication skills
- Strong organizational skills
- Knowledge of current trends and research in early childhood learning
- Willingness to work in a collaborative, team-oriented environment
- Familiar with current effective/research-based strategies for using technology

Disclaimer: The job responsibilities outlined in this document are not exhaustive and may be amended at the sole discretion of the Head of School.