Recommended Procedure for YOUR district/school

- Recruitment (You may have the perfect person in mind already.)
- Application (You may want to widen your selection pool.)
- Documents
  a. Résumé, Transcripts
  b. Letter of intent, Reference letter(s)
  c. Complete application
- Take a mathematics content and pedagogy test. (Provided and scored by district/school staff.)
- Interview
- Performance Assessment (i.e. video of teaching)

Suggested Coach Qualifications

- P-6 Mathematics Specialist Endorsement
- Degree in mathematics, mathematics education, masters in education
- Mathematics content knowledge coursework
- Pedagogical content knowledge
- Years of teaching, grade level, subjects
- A minimum three consecutive years of successful classroom experience
- Successful teaching of students who struggle
- Experience as a teacher leader
- Experience as a professional development provider
- Recent professional development as a participant
- Experience in research data collection and analysis and data based decision making
- Demonstrated commitment in math professional development
- Good communication skills
- Good organizational skills
- Good personal and professional relation skills
- Flexibility in collaborative work
- Willingness to delve into mathematics content
- Commitment to before and after school time to meet with teachers
- Demonstrate a genuine interest in how students think and a commitment to student understanding

Typical Interview Questions:

- What is your philosophy of teaching and learning mathematics?
- Why do you want to be a mathematics coach?
- What kinds of expertise do you bring to this position?