

Director of Math Achievement

About Achievement First:

Achievement First is a nonprofit charter school management organization, established in July 2003 by the leaders of Amistad Academy, a high-performing charter school in New Haven, CT. Achievement First is creating a network of achievement gap-closing charter schools, to bring to scale the dramatic life-changing student achievement results produced at Amistad Academy. For more information about the Achievement First mission, model, our schools, and team, please visit our Web site at www.achievementfirst.org.

Role of the Director of Math Achievement:

The primary responsibility of the Director of Math Achievement will be to ensure that all AF schools have outstanding student achievement in math as measured by both standardized and state tests and our student's readiness for rigorous high school and college math courses. (Ultimately, we would like all AF scholars to succeed in AP Calculus in high school.)

Specifically, the Director of Math Achievement will manage a small, cross-geography team of math curriculum developers and teacher trainers, will work closely with AF School Leaders, and will report directly to the Director of Curriculum and Professional Development. This is an opportunity to work closely with leaders of a growing nonprofit that is recognized as a top model charter school management organization. The ideal candidate will possess expert levels of math instructional practices and will have a track record of extraordinary student achievement in mathematics.

Specific job responsibilities are not limited to, but will include:

- Ensuring that math student achievement at all AF schools is exceptional.
- Leading the Math Achievement Team.
- Developing and/or coordinating the development of mathematics curriculum materials for teachers and students— scope and sequences, example questions per standard, interim assessments, math workbooks, critical thinking sheets, morning work packets, etc.
- Developing and/or coordinating the development of exemplary unit plan materials including high quality aims sequences for each unit, teaching tools for each standards/aim, additional teaching materials for teacher use and student practice (handouts, etc.).
- Providing and coordinating school-level coaching of math teachers, including co-observations with academic deans, giving feedback to teachers, providing school-specific professional development (during the week and almost every Friday).
- Designing and delivering high-quality training for new teachers during our two-week new teacher training sequence; coordinating ongoing professional development for new and experienced math teachers across the network including up to eight common PD days during the school year; designing a two-year new teacher training sequence; and hosting at least two expert teacher events a year.
- Conducting ongoing research to become an expert on the best K-12 math curricula and to identify high-quality PD presenters and math teachers.

- Establishing a process by which schools across the network can pilot proven, high-quality curricula and coordinating all AF curriculum selection decisions.
- Deeply analyzing math student achievement data to determine how to better develop materials and provide targeted, high quality teacher training.
- Facilitating knowledge capture by developing systems for capturing, codifying, and sharing materials and best practices across the network, including the creation of a video library of high quality lessons.
- Ensuring that math materials are effectively disseminated using AF's online systems (IA Platform, Shared Server, etc.) and through more traditional means (binders, workbooks, etc.).
- Working with AF leadership to recruit, hire, motivate, manage, and retain a world-class math curriculum and professional development team.

Additional Qualifications

The ideal candidate will have:

- ✓ At least four years of highly successful math teaching experience.
- ✓ At least two years of highly successful teaching experience in a school serving primarily low-income students.
- ✓ A proven, multi-year track record of exemplary math achievement, especially the achievement of low-income, minority students.
- ✓ An acute attention to detail and excellent organizational skills.
- ✓ The ability to see multiple projects with many moving parts through from beginning to end.
- ✓ Strong analytical and writing skills.
- ✓ A strong focus on results and the flexibility and willingness to do "whatever it takes."
- ✓ Ability to thrive in a fast-paced, entrepreneurial environment.
- ✓ The ability to work autonomously as well as take direction as needed.
- ✓ Exceptional analytical, communication, influencing, and negotiating skills.
- ✓ An unwavering belief in the Achievement First mission and educational model.
- ✓ Maturity, humility, strong work ethic, sense of humor, and "roll-up-my-sleeves" attitude.
- ✓ A bachelor's degree from a competitive college or university.
- ✓ Solid technical skills and experience with Microsoft Word, Excel, PowerPoint and Publisher and with Adobe Acrobat.

Some weekend/evening work and travel to our schools in Brooklyn, NY, Bridgeport, New Haven, and Hartford, CT required. This position can be based out of either our New Haven, CT or Brooklyn, NY offices.

How to Apply:

Please email a cover letter, resume, and sample math unit or lesson plan to Kathleen Porter Magee, AF's Director of Curriculum and Professional Development, at kathleenporter@achievementfirst.org.

In your cover letter please respond to the following questions:

- ✓ Why do you want to work at Achievement First?
- ✓ Describe your track record of exemplary math student achievement and explain how this experience would prepare you for this role?
- ✓ How have your experiences and education prepared you for the demanding work and "whatever it takes" attitude that working with the team of a growing start-up nonprofit will require?