

Position Title: **Math Teacher – High School**

Last Updated: June 2018

Reports To: High School Principal

Status: Exempt, Permanent Full-time

Schedule: Monday through Friday as directed

Benefits: Full benefit eligibility

Summary Description: Algebra II and Pre-Calculus teacher. Our aim is to prepare students to excel in any field of study that God calls them to while instilling Biblical foundation.

Essential Functions:

- Design engaging lessons and classroom activities following the Georgia Standards of Excellence (GSE) for Algebra 2 and Pre-calculus as well as incorporating Biblical Integration into all curriculum areas
- Demonstrate the ability to successfully implement differentiated teaching strategies and manage the classroom environment in a way that optimizes students' learning
- Invest in the lives of the students and building genuine, teacher-student relationships
- Excellent verbal and written communication skills to be able to effectively communicate with students, parents, colleagues, and administration.
- Ability to use technology relating to but not limited to Google Classroom, use of one-to-one technology, graphing calculators, and My Math Lab.

Other Responsibilities:

- Have a personal relationship with Jesus Christ
- Sign the Fellowship Christian School Statement of Faith
- Acknowledge and understand Fellowship Christian School's Mission Statement
- Be a Christ follower whose relationship is defined by having received Christ as Savior and a pursuit of spiritual growth
- Wear proper attire, consistent with school's dress code at all times and to maintain positive attitude and appearance in accordance with school standards
- Must maintain high level of personal hygiene and cleanliness at all times
- Report inappropriate behavior to School Administration in order to maintain a safe learning environment
- Make a constructive effort to protect all students from conduct detrimental to learning, health or safety
- Abide by and comply with all school policies and regulations
- Other duties as requested or assigned per the High School Principal or Head of School

Qualifications:

- Bachelor's degree in Education, specifically Math Education
- Current ACSI or State Certification in Secondary Math (6-12)
- Three to five years similar experience, preferably with direct experience in a classroom environment
- Strong organizational skills for multi-tasking and prioritizing responsibilities
- Must be detail-oriented, creative, flexible and motivated by challenges
- Must work effectively with colleagues, faculty and students by practicing respect for deadlines, collaborative problem solving and honest communication
- Must be able to work in a fast-paced environment with demonstrated ability to juggle multiple competing tasks and demands

- Demonstrated writing, interpersonal and communication skills to successfully interact with diverse staff, faculty, students and other constituents of the School
- Must have the ability to work in a school environment by successfully passing the school mandated background check process
- Solid working knowledge of Word, Excel, Microsoft Office Suite, PowerPoint, Internet Search; knowledge of RenWeb software a plus
- Positive appearance, attitude and presentation with a strict sense of confidentiality
- Regular and consistent attendance and punctuality is required and a condition of employment
- Possess a valid state driver's license

#### Physical Qualifications:

- Regularly required to listen, physically direct, and speak
- Position requiring mobility, including bending, lifting (up to 25 lbs.), pushing, walking, crouching, squatting
- Use of hands and fingers to manipulate office equipment, handle, or feel and reach with hands and arms
- Specific vision abilities required including close vision, distant vision, color vision and depth perception
- Must be capable of standing and/or sitting at a computer for extended periods of time, be capable of repetitive movements of wrists, hands and fingers
- Must be capable of occasionally carrying and moving small objects

#### Working Environment:

- The work environment is usually moderately quiet; however, variations in noise level may occur when employee attends school functions such as assemblies and other events
- The environment may be stressful and hectic at times with frequent interruptions, multiple distractions, and changing priorities
- This position is primarily an administrative position performing duties in a typical office setting and thus is exposed to minimal adverse working conditions

#### Limitations and Disclaimer

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position. This job description reflects administration's assignment of essential functions; and nothing in this herein restricts administration's right to assign or reassign duties and responsibilities to this job at any time.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.