UPPER SCHOOL FACULTY - MATH

Department: Upper School
Supervisor: Director of Upper School
Job Type: Full-Time (10 months)
FLSA Classification: Exempt

Position Purpose: Plan, prepare and deliver various subjects across the Math curriculum to Upper School students. Serve as a mentor, advocate and role model for Upper School students.

Schedule: Regular Faculty schedule which includes pre-planning and post-close meeting days

Essential Functions:

- Teach 5 sections of Math. Courses may include Pre-Algebra, Algebra I and II, College Algebra, Geometry, Precalculus, Discrete Math, Honors Calculus, AP Statistics, AP Calculus AB and BC, Advanced Competition Math Elective, or ACT/SAT Math Prep Elective
- Plan, evaluate, and revise curriculum, course content, and course materials and methods of instruction as needed
- Prepare and deliver Math curriculum in an engaging manner, 5 sections as assigned
- Promote a positive classroom environment and demonstrate strong classroom management skills to create and maintain a learning environment that ensures high levels of learning for all students
- Assess and document each student’s performance/progress both formally and informally to meet the School's standards, and provide regular feedback to students and their parents
- Be an active member of the Math Department, the Upper School team, and the greater Oak Hall community
- Co-sponsor a Mu Alpha Theta team
- Incorporate 21st century skills into curriculum
- Serve as Advisor to a group of assigned students
- Serve as a mentor and advocate for your students
- Be a role model of integrity and professionalism
- Support the Mission of the School
- Be available throughout the workday to advise and assist students.
- Maintain expertise in subject matter through professional development.
- Meet regular and predictable attendance requirements, including attending division and other School meetings, professional days, graduation, Late Start meetings, and other required events.
- Adhere to School policies as described in the Employee Handbook and other materials
- Other duties as assigned

Qualifications:

- Bachelor’s degree or post graduate work in Math or closely related discipline required
- Master’s degree preferred
- Ability to teach classes across the high school math curriculum through AP Calculus BC
- Ability to teach additional STEM electives preferred
- Excellent verbal and written communications skills
- Demonstrated leadership and facilitative skills
- Be comfortable and adept with the effective use of technology in the learning process
- Ability to inspire, engage, empower, and educate, and evaluate students with vigor and creativity
- A history of commitment to professional development and life-long learning
- The ability to work positively and professionally with students, parents and faculty
• A high degree of professionalism, collegiality, and personal conduct both in and outside of school
• Ability, willingness, and judgment to communicate thoroughly, accurately, and concisely with all constituents in a school environment, both verbally and in writing
• Enthusiasm and commitment to the vision and mission of the school

Physical Requirements and Work Environment:

• Works in a classroom environment dealing with a wide variety of challenges, deadlines and a varied and diverse array of contacts
• Regularly uses close and distance vision
• May stand for extended periods of time
• May work at a desk and computer screen for extended periods of time
• Ability to visually and audibly locate students under their supervision
• Occasionally turn, bend, reach, stoop, and squat
• Ability to actively circulate throughout the diverse campus environment
• Works primarily in a traditional climate controlled classroom environment
• Work intermittently in outside weather conditions, including extreme heat and cold.
• Ability to occasionally lift, push or pull up to 20 lbs.