



**CARROLLWOOD  
DAY SCHOOL**  
*Education with Character*

## **Upper School IB Math Teacher**

*2023-2024 Opening*

**Division/Department:** Upper School; Math Department  
**Supervisor:** Head of the Upper School

**Job Type:** Full-Time, 10 month  
**FLSA Classification:** Exempt

**Position Purpose:** As a cooperative member of the Math Department and Upper School team, develop and teach Upper School math to students from grades 9 through 12. Provide an educational atmosphere where students are inspired to fulfill their potential for intellectual and character growth.

### **Essential Functions:**

- Support and advance the Mission of the School
- Teach 5 sections of Math, ensuring that taught content and skills align with the expectations of a rich, college prep curriculum and the expectations of the IB MYP & DP programs
- In collaboration with Department Chair, IB Coordinators, and colleagues, adapt material and methods to develop relevant sequential assignments and unit & lesson plans that guide and challenge students
- Establish and maintain student behavior standards needed to achieve a positive classroom environment; demonstrate strong classroom management skills to maintain a respectful learning environment that ensures high levels of learning for all students
- Model and foster a love of mathematics and its application in real world situations
- Assess and document each student's performance/progress both formally and informally to meet the School's standards and provide consistent and regular feedback to students and their parents through Schoology, the school's LMS, and report cards and comments
- Be an active member of the Math Department, the Upper School team, and the greater CDS community
- Encourage students to think independently and to express original ideas
- Partner and cooperate with learning specialists and counselors to identify and assess student needs and help students solve learning, health, and attitude problems
- Serve as a faculty advisor to a group of students; utilize the established advisory program at CDS
- Participate in faculty committees and the sponsorship of student activities, occasionally including off-campus field trips and class trips
- Maintain subject matter expertise and professional competence by attending staff development programs, curriculum development meetings and through other professional development
- Incorporate 21st century skills into curriculum
- Model and foster non-discriminatory practices and a global mindset
- Serve as a mentor and advocate for your students and advisees; be available throughout the school day
- Be a role model of integrity and professionalism
- Be a team player; cheerfully participate in and/or assist with pick-up and drop-off, lunch duty, assemblies, field trips, open house, and other duties and routines regularly part of a K-12 school environment

- Maintain regular and punctual attendance requirements, including attending division and other School meetings, professional days, graduation, and other required events.
- Adhere to School policies as described in the Employee Handbook and other materials

### **Qualifications:**

- Bachelor's Degree degree in Mathematics
- Master's Degree in a related field is strongly preferred
- Three years of successful math teaching at the upper/high school level is strongly preferred
- Have or complete within one year, the Category One training within the IB; may be required to do training over the summer
- Strong math fluency; the ability and willingness to confidently teach mathematics subjects across the high school math curriculum from Algebra through DP Math and/or AP Calculus BC
- Demonstrate a passion for mathematics and the ability to inspire and foster a love of math with adolescents
- Strong understanding of the academic, social, and emotional development of Upper School aged children
- Strong collaborative skills and eagerness to work with colleagues
- Strong proficiency in the Google suite of products (docs, sheets, drive, classroom, etc.)
- Excellent verbal, written and presentation communication skills
- Have an interest in engaging with the greater CDS community beyond the traditional school day
- A high degree of professionalism, collegiality, and personal conduct both in and outside of school
- Ability, willingness, and judgment to interact and communicate effectively and positively with all constituents in a school environment
- Enthusiasm and commitment to the vision and mission of the School

### **Physical Requirements and Work Environment:**

- Regularly uses close and distance vision
- May work at a desk and computer for extended periods of time
- May stand and walk for extended periods of time
- Ability to visually and audibly locate students under their supervision
- Ability to actively circulate throughout the diverse campus environment
- Manual dexterity to utilize a computer
- Works primarily in a traditional climate controlled classroom environment
- Ability to occasionally lift, push or pull up to 20 lbs.

Compensation includes a comprehensive employee benefits package; CDS offers a competitive salary commensurate with background and experience.

Interested candidates should send a resume and letter of interest to Tim Walsh, Head of Upper School at [twalsh@cDSPatriots.org](mailto:twalsh@cDSPatriots.org).