



Job Requisition Form

Position Title	Department
High School Math & Science Support Teacher	Student Services
Preferred Start Date	Hiring Manager
August 2026	Maria Richardson
New Position / Replacement	Budgeted / Non-budgeted
Replacement	
Requisition Reason	
<p>The High School Math & Science Support Teacher provides essential academic intervention and differentiated support for students across various quantitative disciplines. This role is uniquely dynamic, requiring the teacher to move across grade levels and subjects daily to provide both push-in support within the mainstream classroom and pull-out support for targeted small-group intensive instruction. Working in tandem with subject teachers, the Support Teacher ensures that all students—regardless of their starting point—can access and succeed in a rigorous American-style curriculum, including Algebra, Geometry, Statistics, and Physics.</p> <p align="center">Essential Duties:</p> <ul style="list-style-type: none"> • Deliver push-in support by collaborating with subject teachers during live instruction to provide real-time scaffolding and clarification for students. • Conduct pull-out intervention sessions for individuals or small groups to pre-teach concepts, re-teach difficult material, or provide intensive practice in Algebra, Geometry, Statistics, and Physics. • Implement differentiated instruction strategies that allow students with diverse learning needs to meet the same high standards as their peers. • Adapt and modify classroom materials, assignments, and assessments in partnership with the lead subject teacher to ensure accessibility. • Assist students in navigating the mathematical complexities of AP-level coursework, focusing on problem-solving logic and exam-taking strategies. • Move flexibly between different classrooms and subject areas throughout the day, maintaining a high level of engagement and pedagogical versatility. • Monitor student data and progress, sharing observations with subject teachers to help refine instructional plans. • Support the use of specialized STEM tools, including graphing calculators, digital simulations, and laboratory equipment. • Foster a supportive and low-anxiety environment that encourages students to persist through challenging quantitative problems. <p align="center">Key Responsibilities:</p> <p>Flexible Instructional Support & Differentiation:</p>	



- Tailor instructional delivery to meet the specific "just-in-time" needs of students during a lesson, whether they require a different visual model or a simplified linguistic breakdown.
- Work seamlessly alongside the lead teacher to manage classroom flow, ensuring that students requiring extra support remain on task and confident.
- Bridge learning gaps by identifying specific prerequisite skills that are missing and addressing them through targeted mini-lessons.

American-Style Curriculum Integration:

- Maintain a deep understanding of U.S. Common Core and AP standards to ensure support is aligned with the expectations of an American-style international education.
- Help students translate their mathematical knowledge into the specific formats required for American standardized testing (SAT, ACT, and AP).

Collaboration & Communication:

- Maintain a high degree of flexibility and professional communication while rotating through different teaching teams and classroom environments.
- Coordinate with the Student Services department to ensure that Individualized Education Programs (IEPs) or learning plans are being met within the math and science classrooms.

Qualifications

Education: Bachelor's degree in Mathematics, Physics, or Secondary Education (Master's degree in Special Education or Mathematics preferred). Valid teaching certification.

Experience: * **Prior experience in a "push-in/pull-out" or Resource Teacher model at the secondary level.**

- Proven ability to teach across multiple STEM subjects (Math and Physics) within a single school day.
- **Extensive experience within an American-style educational system.**
- Demonstrated success in **differentiating instruction** for a wide range of learners, including ELL and neurodiverse students.

Skills:

- Strong command of High School Mathematics (Algebra through Statistics) and Physics.
- High level of adaptability and the ability to build rapport quickly with different teachers and student groups.
- Mastery of scaffolding techniques and the ability to break down complex multi-step problems.
- Excellent organizational skills to manage a schedule that spans multiple grades and subjects.



<ul style="list-style-type: none"> • Proficiency in educational technology and mathematical software. 	
Additional Notes	
Hiring Manager's Name	Hiring Manager's Signature
Date	
Head of School's Name	Head of School's Signature
Date	
HR Representative's Name	HR Representative's Signature
Date	Date

** Please include the current job description for the position with this form.*