



P.O. Box 578
White Swan, WA 98952
Phone: (509) 874-2611
Fax: (509) 874-2960
mtadams.wednet.edu

High School Mathematics Teacher Job Description

DEFINITION

Under direction, to help each pupil develop competence in basic mathematical skills and an understanding of the structure of mathematics; to motivate each pupil to apply mathematical understanding and skills in the solution of practical problems; to encourage pupils to develop their special talents in the field of mathematics.

DISTINGUISHING CHARACTERISTICS

This position classification requires subject area expertise commonly associated with secondary teaching and instruction. Directly related coursework and endorsement is required to perform problem analysis using prescribed principles, methods and concepts. The position classification performs decision analysis and makes decisions of considerable consequence, in determining how best to aid students in the learning process. The functional role of this position classification requires the application and interpretation of data, facts, procedures, and policies. This position requires frequent meetings with school administrators, teachers, and other staff to communicate information, data, and alternative problem solutions. This a sedentary position classification that performs light work that involves sitting a portion of the time, but require walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, handling and working with materials and objects, and providing oral information.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXAMPLES OF DUTIES

- Teaches courses in mathematics to secondary pupils, following the course of study adopted by the Board of Education and appropriate curriculum publications as guidelines in teaching individual course content.
- Utilizes an adopted course of study, instructional program guidelines, and other materials in planning and developing lesson plans and teaching outlines.
- Pursues a variety of methodology in teaching and instructing pupils, including lectures, demonstrations, discussions, lectures, and laboratory experiences.
- Conducts teaching and instructional activities, using educational equipment, materials, books, and other learning aids.
- Provides instruction in citizenship and other subject matter specified by legal mandate, District policy, and administrative regulations.
- Plans, develops, and utilizes a variety of instructional materials and aids appropriate to the intellectual and instructional level of pupils from varied socio-economic and cultural backgrounds, and who possess a range of mental and emotional maturity.
- Reviews, analyzes and evaluates the history, background, and assessment of pupils in designing instructional programs to meet individual educational needs.
- Individualizes and adapts educational processes and procedures to enhance pupil educational opportunities.
- Provides group and individual instruction to motivate pupils, and effectively utilizes the time available for instructional activities.
- Maintains appropriate standards of pupil behavior, using behavioral management strategies and techniques, including positive reinforcement and behavior shaping procedures.
- Reviews, analyzes, evaluates, and reports pupil academic, social, and emotional growth.

- Prepares, administers, scores, records, and reports the results of criterion referenced tests, and administers, scores, records, and reports the results of group standardized tests in evaluating pupil growth and progress.
- Counsels, confers with and communicates with parents, school, and District personnel regarding pupil progress, and in the interpretation of the educational program.
- Cooperatively pursues alternative solutions to ameliorate pupil learning problems, and to enhance expanded academic, social, and emotional growth opportunities.
- Maintains an effective learning environment through the proper control of heating, lighting, and ventilation, and the utilization of exhibits, displays, and independent study centers.
- Selects and requisitions appropriate educational supplies, materials, books, equipment, and learning aids.
- Performs a variety of non-instructional duties, including curriculum and instructional development activities, student supervision, and consultation activities.

QUALIFICATIONS

Knowledge of:

- Principles, theories, methods, techniques, and strategies pertaining to teaching and instruction of secondary level pupils;
- Academic, social, and behavioral characteristics of secondary level pupils;
- Educational curriculum and instructional goals and objectives, and educational trends and research findings pertaining to comprehensive secondary programming;
- Behavior management and behavior shaping strategies, techniques and methods, and conflict resolution procedures;
- Socio-economic and cultural background differences of the school population.

Ability to:

- Plan, organize, develop, and conduct a comprehensive teaching and instruction program for pupils at the secondary level;
- Provide appropriate and effective learning experiences for pupils from a wide range of socio-economic levels and cultural backgrounds;
- Effectively assess the instructional and educational needs of pupils, and design, develop, and implement sound instructional and educational programs;
- Provide a motivating and stimulating learning environment;
- Perform research and development activities pertaining to curriculum and instructional programs and innovative and creative pilot projects designed to enhance pupil educational opportunities and experiences.

EDUCATION

Possession of a baccalaureate or higher degree.

CERTIFICATION REQUIREMENT

Possession of a credential authorizing service as a teacher of secondary level students.

Must be Highly Qualified under NCLB requirements.

As a condition of employment, newly-hired employees must obtain Washington State Patrol and FBI fingerprint background clearance and furnish proof of identity and employment authorization status.

The Mt. Adams School District is an equal opportunity employer. The District complies with all federal rules and regulations and does not discriminate on the basis of race, color, national origin, sex or disability. Inquiries regarding compliance procedures may be directed to Henry Strom, Superintendent, who is the District's Title IX Officer or James Heinle, Section 504/ADA Coordinator, PO Box 578, White Swan, WA 98952 or 509-874-2611.

ANY PERSON REQUIRING SPECIAL ACCOMMODATION IN THE APPLICATION PROCESS SHOULD ADVISE THE MT. ADAMS SCHOOL DISTRICT OF THE NEED.