



Columbia School District

11775 Hewitt Rd. Brooklyn, MI 49230
Dr. Pamela Campbell, Superintendent
(517) 592-6641

July 12, 2023

Notice of Opening for 2023/2024 School Year Junior High Math Teacher

Qualifications

Possession of a bachelor's degree and valid education credentials from the State of Michigan
Excellent communication skills, both oral and written
Student-focused approach
High degree of flexibility
Ability to work well in a fast-paced environment
Team player

Job Description

Math teachers must be highly organized to plan and deliver lessons and to evaluate student work on time. Teaching requires a great deal of patience, and Math teachers must be able to present materials in various ways to accommodate different learning styles. They need to be able to communicate well with students, parents and other teachers.

Various Duties

- Complete a variety of assignments to teach subjects.
- Initiate, facilitate, and moderate classroom discussions.
- Evaluate and grade students' class work, assignments, and papers.
- Prepare course materials such as syllabi, homework assignments, and handouts.
- Maintain student attendance records, grades, and other required records.
- Follow educational plans for the individual student.
- Evaluate students' classwork, study skills and social skills.
- Keep parents informed of program expectations, activities and their child's progress.
- Be familiar with emergency procedures.
- Perform miscellaneous duties from time to time as assigned by the principal.
- Participate in teacher training as required.

Deadline: July 26, 2023, 12pm

Send letter of interest, resume, proof of teacher certification, MTTC scores references, and three letters of recommendation to:

Monika Cook, Administrative Assistant
Columbia School District
11775 Hewitt Rd.
Brooklyn, MI 49230
monika.cook@myeagles.org