

**Middle School Mathematics**

JobID: 19026

**Position Type:**

Middle School Teaching/Mathematics

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4/28/2023

**Location:**

Metro Early College High School

**Date Available:**

08/21/2023

**Closing Date:**

07/01/2023

Position summary: The MS Mathematics teacher works in collaboration with current Metro teachers to facilitate student learning in a performance-based environment targeting foundational readiness in mathematics for 6th through 8th grade students from a variety of schools. This teacher is an expert user of electronic communication and is enthusiastic about using existing and emerging technologies to enrich the educational experience of students and the professional environment of the school.

**Key responsibilities****Teaching and Advising**

- Establish and communicate clear objectives for all learning activities
- Develop competence and understanding in mathematical skills
- Motivate students to apply mathematical understanding and skills in the solution of practical problems
- Encourage students to develop their special talents in the field of mathematics
- Prepare classroom for class activities
- Instruct and monitor students in the use of learning materials and equipment
- Use relevant technology to support instruction
- Provide appropriate feedback on work
- Encourage and monitor the progress of individual students
- Manage student behavior in the classroom by establishing and enforcing rules and procedures
- Maintain discipline in accordance with the rules and disciplinary systems of the school
- Apply appropriate disciplinary measures where necessary
- Help students grow into solid, independent thinking citizens
- Provide support and counseling to students with academic problems and providing student encouragement

**Curriculum**

- Design and implement curriculum that stresses discovery and different learning methods for students at a variety of mathematic skill levels and backgrounds
- Facilitate student learning with emphasis on student-centered lessons
- Create robust lessons to enhance student engagement
- Adapt curriculum to a STEM/21st century learning environment
- Establish and communicate clear objectives for all learning activities
- Provide a variety of learning materials and resources for use in educational activities
- Identify and select different instructional resources and methods to meet students' varying needs

**Administrative and Other Duties**

- Observe and evaluate student's performance and development
- Assign and grade class work, homework, tests, and assignments
- Maintain accurate and complete records of students' progress and development
- Update all necessary records accurately and completely as required by law, district policies and school regulations
- Prepare required reports on students and activities
- Participate in extracurricular activities such as social activities, sporting activities, clubs and student organizations
- Participate in department and school meetings, parent meetings
- Communicate information to students, colleagues and parents regarding student progress and student needs
- Keep updated with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities
- Maintain professional expertise through in-service education activities provided by the district and in self-selected professional growth activities
- Perform other duties as assigned by the Principal

**Essential skills/experience:**

- Ability to provide services that implement the school's educational mission
- Ability to work collaboratively with other instructors to construct and maintain a high quality-learning environment
- Ability to work collaboratively with students and their families to optimize learning
- Ability to provide personalized instruction & coaching to students.
- Ability to conduct on going assessment of student progress and adjust instruction & coaching accordingly
- Ability to counsel each student regarding his/her academic and behavioral progress
- Ability to implement all institutional policies
- Knowledge of laws, legal codes, and government regulations

**Key Competencies:**

- Self-motivation/Initiative
- High energy level
- Verbal and written communication skills
- Attention to detail
- High work standards
- Problem solving and decision-making skills
- Organizing and planning
- Learning orientation
- Critical thinking
- Stress tolerance
- Flexibility and adaptability
- Establish and maintain effective working relationships with students, school staff, district staff, and parents

**Education and Experience:**

- Bachelor's degree or higher from an accredited institution
- Meet professional teacher education requirements of school, district, state
- Single subject teaching credential or certification if teaching a specialized subject
- State certification
- Relevant teaching experience

[<-- Back](#)

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