

## IMPERIAL UNIFIED SCHOOL DISTRICT

### **CLASSROOM TEACHER - MATHEMATICS 7-8**

#### **Brief Description of Position:**

As part of a junior high teaching assignment, teaches two classes of mathematics to pupils in grade 7 and assist in other school programs as developed by the staff. Performs other duties as directed by the site administrator and the District Superintendent.

#### **Major Duties and Responsibilities:**

1. Teaches course in mathematics to pupils utilizing a course of study adopted by the Board of Trustees, and appropriate curriculum publications as guidelines in teaching individual course content.
2. Instructs pupils in citizenship, basic communication skills, and other general elements of the course of study common to all teachers as specified in state law and administrative regulations and procedures of the school district.
3. Develops lesson plans and appropriate instructional aids stressing "discovery" and laboratory learning methods.
4. Demonstrates mathematical concepts using models, chalkboards, overhead projector, and other standard or teacher-prepared instructional aids.
5. Provides opportunities when needed for individualized and/or small group instruction to adapt the curriculum to the needs of the pupil.
6. Designs learning activities that will relate mathematics to the physical world.
7. Establishes and maintains standards of pupils behavior needed to provide an orderly, productive, classroom environment.
8. Evaluates each pupil's progress in mathematical knowledge and skills, and prepares progress reports. May prepare letters of recommendation.
9. Maintains professional competence through participation in in-service education activities provided by the district, and/or self-selected professional growth.

#### **Other Duties:**

1. Assists in selecting books, instructional aids, and instructional supplies and maintaining required inventory records.
2. Communicates with parents to interpret contemporary methods in teaching mathematics and with parents and school counselors to discuss the individual pupil's progress.
3. Identifies pupil needs, seeks assistance, and cooperates with other professional staff member in assessing and helping pupils solve health, attitude, and learning problems.

## Classroom Teacher - Mathematics 7-8

4. Supervise pupils in out-of-classroom activities during the assigned working day.
5. Supervise and coach in extra-curricular sports and other developmental programs within the school assignment.
6. Performs basic attendance accounting and business service required.
7. Shares in the sponsorship of mathematic achievement awards for math students who excel and who have shown growth in math skills.
8. Shares with principal and faculty in identifying the needs of the students individually or during faculty meetings.

### **Supervision Exercised or Received:**

Under the immediate direction of the site administrator.

## POSITION QUALIFICATIONS

### **MINIMUM QUALIFICATIONS:**

**Credentials:** Standard Teaching Credential (Issued for Life) (teach any subject in grades 7-8).

**Education:** Bachelor's Degree and Masters Degree.

**Experience:** More than two years of full-time teaching experience in mathematics instruction.

**Personal Qualities:** Appearance, grooming and personality which establishes a desirable example for pupils. Ability to meet district standards for physical and mental health. Recommendation from supervisors and other professionals who have observed the personal characteristic, scholastic attainment, and classroom performance of the teacher.

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# IMPERIAL UNIFIED SCHOOL DISTRICT

## CLASSROOM TEACHER - MATHEMATICS 9-12

### **Brief Description of Position:**

As part of a secondary teaching assignment, teaches one or more classes of mathematics to pupils in grades 9-12, and assists in other school programs as assigned by site administrator or District Superintendent.

### **Major Duties and Responsibilities:**

1. Teaches courses in mathematics to secondary pupils utilizing course of study adopted by the Board of Education, and appropriate curriculum publications as guidelines in teaching individual course content.
2. Instructs pupils in citizenship, basic communication skills, and other general elements of the course of study common to all teachers, as specified in state law and administrative regulations and procedures of the school district.
3. Develops lesson plans and appropriate instructional aids stressing "discovery" and laboratory learning methods.
4. Demonstrates mathematical concepts using models, chalkboard, overhead projector and other standard or teacher-prepared instructional aids.
5. Provides opportunities when needed for individualized and small group instruction to adapt the curriculum to the needs of each pupil.
6. Designs learning activities that will relate mathematics to the physical world.
7. Establishes and maintains standards of pupil behavior needed to provide an orderly, productive classroom environment.
8. Evaluates each pupil's progress in mathematical knowledge and skills, and prepares progress reports. May prepare letters of recommendation for scholarships, college applications, etc.
9. Maintains professional competence through participation in in-service education activities provided by the district, and/or in self-selected profession growth activities.

### **Other Duties and Responsibilities:**

1. Selects and requisitions books, instructional aids, and instructional supplies and maintains required inventory records.

2. Communicates with parents to interpret contemporary methods in teaching mathematics and with parents and school counselors to discuss the individual pupil's progress.
3. Identifies pupil needs, and cooperates with other professional staff members in assessing and helping pupils solve health, attitude, and learning problems.
4. Participates in curriculum and other development programs within the school of assignment and/or on a district level. May teach under modular or flexible scheduling plans.
5. Performs basic attendance reporting and business services as required.
6. Shares in the sponsorship of student activities such as mathematic teams, and participates in faculty committees.
7. May plan and coordinate the work of aids, teacher assistants, or other paraprofessionals.

**Supervision Exercised or Received:**

Under the immediate direction of the site administrator.

**Minimum Qualifications:**

**Credential:** General Junior High (Grades 7-9 only), General Secondary, Standard Secondary (issued on a partial fulfillment basis).

**Education:** Bachelor's Degree with major or minor in mathematics including all courses needed to meet credential requirements.

**Experience:** Practice teaching (6 semester hours or 120 clock hours) or two years of full-time teaching experience, at least half in mathematics instruction.

**Personal Qualities:** Appearance, grooming and personality which establish a desirable example for pupils. Ability to meet district standards for physical and mental health. Better than average recommendations from student teaching supervisors and other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher.