

# ABSECON PUBLIC SCHOOLS

## Job Description

**TITLE: MIDDLE SCHOOL MATH TEACHER**

**QUALIFICATIONS:**

1. Valid New Jersey Instructional certificate and Teacher of Mathematics endorsement or eligibility.
2. Demonstrate knowledge of subject specialty and effective teaching methods.
3. Ability to maintain a positive learning environment.
4. Strong interpersonal and communication skills.
5. Experience with applying New Jersey Student Learning Standards in the classroom, preferred.
6. Experience using technology to support 21<sup>st</sup> Century learning skills.
7. Two-three years of experience as a classroom teacher, preferred.
8. Required criminal history background check, pre-employment sexual misconduct/child abuse disclosure, and proof of United States citizenship or legal resident alien status.

**REPORTS TO:**

- ✓ Principal

**SUPERVISES:**

- ✓ Students, as assigned.

**JOB GOAL:**

- ✓ To provide an approved Middle School education program and establish a class environment that fosters learning and personal growth; to help students to develop skills, attitudes and knowledge needed to provide a good foundation for continued education; and to maintain good relationships with parents and other staff members.

**PERFORMANCE RESPONSIBILITIES:**

1. Works to achieve New Jersey Student Learning Standards and district educational goals and objectives by promoting active learning in the classroom. Teaches students through an approved course of study using board-adopted curricula, textbooks and other appropriate teaching materials.
2. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
3. Sets specific objectives wherever possible in lesson preparation and weekly lesson plans and carries through presentation to effectively achieve these objectives.
4. Monitors student academic progress and personal growth toward stated objectives of instruction.
5. Identifies student needs and cooperates with other professional staff members in assessing and resolving learning problems.
6. Establishes and maintains standards of student behavior needed to achieve a classroom climate conducive to learning.
7. Budgets class time effectively.

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### **Performance Responsibilities (continued):**

8. Communicates with parents through conferences and other means to inform them about the school program and to discuss student progress.
9. Devises written and oral assignments and tests that require analytical and critical thinking as well as content knowledge.
10. Plans class activities and lesson presentations that are developmentally appropriate for the class and meet the individual needs, interests, and ability levels of all students.
11. Maintains professional competence and continuous improvement through professional growth activities.
12. Participates in school level planning, faculty meetings/committees and other school groups.
13. Makes effective use of community resources to enhance the instructional program.
14. Upholds and enforces school rules, administrative regulations and Board policy.
15. Performs other duties within the scope of employment and certification as may be assigned.

### **TERMS OF EMPLOYMENT:**

- ✓ Work year as stated in the negotiated contract.
- ✓ Salary as per Absecon Education Association contract.

### **EVALUATION:**

- ✓ Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation of certified personnel.