

Exhibit A - Education and Training Connection Job Description

Job Title: Secondary School Math Teacher
Department: Windover High School
Reports To: Principal
FLSA Status: Salary - Professional

Scope of Authority: To equip all students with knowledge, skills and motivation that empowers them to direct their lives and to contribute to a changing global community to meet each student's needs as defined by his or her educational plan.

Summary: Teaches one or more subjects to students in the secondary school setting by performing the following duties.

Essential Duties and Responsibilities: include the following. Other duties may be assigned.

Instructs students by lecturing, demonstrating, and using audiovisual aids and other materials to supplement presentations.

Prepares course objectives and outline for course of study following curriculum guidelines or requirements of state and school in a multi-level fashion to address all students.

Planning and presenting lessons to facilitate students' understanding and application of mathematical concepts.

Preparing and distributing learning material such as notes, assignments, and quizzes.

Administers tests to evaluate pupil progress, records results, and issues reports to inform parents of progress.

Keeps attendance records.

Ensures that the classroom remains safe and conducive to learning.

Meets with parents to discuss student progress and problems.

Participates in faculty and professional meetings, educational conferences, and teacher training workshops.

Performs related duties such as sponsoring one or more activities or student organizations, assisting pupils in selecting courses of study, and counseling students in adjustment and academic problems.

Supervisory Responsibilities:

May supervise a classroom paraprofessional if appropriate.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the knowledge, skill, and/or ability required. Candidates must possess a thorough understanding of best practices in teaching and have excellent verbal and written communication skills. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Must be HIGHLY QUALIFIED and have a four-year college or university program certificate with a specialization in mathematics, or equivalent.; prefer two to four years related experience.