



LEBANON SCHOOL DISTRICT

Lebanon, Pennsylvania

JOB DESCRIPTION

POSITION: Mathematics Teacher

RATE: Based on education/experience as outlined in the Lebanon Education Association collective bargaining agreement

REPORTS TO: Building Principal

JOB GOAL: The Mathematics Teacher plans and administers the mathematics instructional program and classroom operation in compliance with guidelines and regulations determined by the administration, Board of Directors, state, and federal agencies.

EDUCATION AND EXPERIENCE

The requirements for this position are a minimum of a bachelor's degree and appropriate Pennsylvania Department of Education (PDE) certification and qualifications prescribed by law, to include Every Student Succeeds Act (ESSA).

AUTHORITY AND RESPONSIBILITIES

- Teaches mathematics and incorporates language skills, writing skills and critical learning procedures, utilizing the course of study adopted by the Board of Directors.
- Provides instruction that establishes and continues a firm mathematical foundation for students to use and appreciate its value in secondary education, post-secondary education, career opportunities and throughout life.
- Instructs students in citizenship and basic subject matter as specified in state laws, regulations and District policies.
- Develops clear and appropriate lesson plans and identifies instructional materials on a weekly basis (minimum).
- Selects, designs, and organizes objectives, strategies and materials for teaching mathematics, and incorporates research findings in the instructional program.
- Provides individualized and small group instruction (as necessary) to adapt the curriculum to the needs of each pupil. The employee will have the ability to teach at various levels of instruction, including advanced placement courses. Determines the appropriate pace for instruction related to students' abilities and explains material and subject content to students and parents. Differentiates instruction for students based upon need and works with students and other teachers in inclusive settings.

- Establishes and maintains standards of behavior in the classroom and throughout the school to achieve a positive and functional learning atmosphere for students.
- Evaluates students' academic and social growth keeps appropriate records, prepares student progress reports (IEP's, ER's, etc.) and provides accurate and constructive feedback to students and parents (as necessary).
- Uses data to improve the learning and instruction process.
- Cooperates and collaborates with other professional staff members to identify student needs and develop assessments to solve health, behavioral and learning problems.
- Creates an effective learning environment and promotes active student engagement in the learning processes.
- Participates in the selection of books and other instructional materials.
- Supervises students in out-of-classroom activities during the assigned workday.
- Administers group standardized tests in accordance with District regulations.
- Participates in curriculum development programs.
- Participates in faculty committees, meetings and other faculty sponsored programs supporting the educational program.
- Maintains professional competence through District sponsored in-service programs and approved professional development activities.
- Demonstrates regular and timely attendance.
- Is able to speak and write in a clear, concise manner.
- Is able to move throughout the building (all floors) and school grounds as necessary.
- Collaborates and cooperates with other professional staff members and administrators in facilitating the delivery of the entire educational program to students, to include art, ESL, music, physical education, remedial and gifted programs, including regular sharing of class grades, attendance, and conduct.
- Follows all Board policies, and building procedures and submits required information and reports within identified timelines.
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- Performs other duties as may be assigned by the Building Principal, Superintendent or his/her designee.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. With or without the use of aids:

While performing the duties of this job, the employee is regularly required to talk and hear. The employee is frequently required to walk, sit, use hands for fine manipulation, handle or feel and reach with hands and arms using a keyboard and video display terminal. The employee is occasionally required to stand and stoop, kneel, crouch or crawl and climb stairs. The employee must regularly lift and/or move up to 10 pounds and occasionally up to 25 pounds. Specific vision abilities required by this job include close vision.

TERMS OF EMPLOYMENT: The Mathematics Teacher position follows the Lebanon Education Association Collective Bargaining Agreement.

BENEFITS: Retirement plan, paid time off, employee assistance program, health insurance, dental insurance, vision insurance, life insurance, tuition reimbursement. Details listed in the collective bargaining agreement.

The Lebanon School District is an Equal Opportunity Employer and as such does not discriminate on the basis of race, color, sex, age, religion, national origin, ancestry, disability, veteran status, marital status, or any other status protected.