

# United Auburn Indian Community

## Position: Teacher - Middle School Mathematics

### SUMMARY

Under the general supervision and guidance of the Principal, the incumbent will provide instruction in mathematics to students for Middle School

### DUTIES AND RESPONSIBILITIES

The incumbent will instruct students in Middle School mathematics. Duties include selection of a curriculum, and development of a scope and sequence of instruction, and the creation of a flexible program and environment favorable to learning and personal growth in accordance with each student's ability. In addition, the incumbent will assist in other school programs as assigned.

- A. Teaches knowledge and skills in mathematics to students utilizing the course of study prescribed by the United Auburn Indian Community
- B. Provides individual and small group instruction in order to adapt curriculum to the needs of the students with varying abilities, and to accommodate a variety of instructional activities
- C. Develops lesson plans and appropriate instructional aids stressing "discovery" and laboratory learning methods
- D. Demonstrates mathematical concepts using models, chalk board, over-head projector and other standard or teacher prepared instructional aids
- E. Designs learning activities that will relate mathematics to the physical world
- F. Establishes and maintains standards of student behavior required to provide an orderly and productive environment
- G. Evaluates each student's performance and growth in knowledge and understanding, and prepares progress reports
- H. Selects and requisitions instructional materials, books, etc., and maintains inventory records
- I. Maintains professional competence through in-service education activities provided by the United Auburn Indian Community and/or in self-selected professional growth activities
- J. Participates cooperatively with the appropriate administrator to develop the method by which he/she will be evaluated in conformance with district guidelines
- K. Communicates with students, parents and school counselors about progress
- L. Cooperates in school-wide supervision of students during out-of-classroom activities
- M. Participates in faculty and/or district committees and the sponsorship of student activities
- N. Develops instructional plans and organizes class time to provide a balanced program of instruction, demonstration and working time
- O. Shares responsibility for accomplishing the goals and priorities of the school team, UAIC Education Committee and Tribal Council
- P. Meet professional obligations with respect to punctuality, attendance and routine duties
- Q. Other duties as assigned

## **EDUCATION AND EXPERIENCE**

Teaching credential, or equivalent, authorizing service in Middle school mathematics. 3 years experience in education.

## **DESIRABLE BACKGROUND**

Master's degree in Mathematics or Bachelor of Arts degree in Mathematics and a teaching credential authorizing service in Middle school or a related field; 3 years experience in education within the educational area noted for the position; direct experience working with Native American children and adults, or a background in the philosophy regarding the education of Native American children and adults; experience teaching students with learning disabilities; knowledge of best practices in teaching Native American students, coursework (or willingness to take course work) in Native American studies, teaching to different learning styles, differentiated and multi-modality instruction.

## **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED**

- Knowledge of educational principles of mathematics instruction
- Ability to plan effective instruction and use multiple teaching strategies
- Ability to assess student learning, monitor student understanding and adjust instruction appropriately
- Skill in using technologies to increase student learning and confidence to learn
- Ability to create an environment that is positive for student learning and involvement, and insures equitable opportunities for student learning
- Ability to communicate learning goals and high standards and expectations to students and their families
- Ability to maintain appropriate standards of behavior, mutual respect and safety
- Knowledge of methods for teaching remedial mathematics skills
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule
- Ability to recognize background information and observable behaviors associated with different learning styles and learning disabilities
- Ability to effectively communicate both verbally and in writing; ability to adjust communication to be effective with a variety of audiences
- Ability to write and/or contribute to oral and written assessments, reports and references which relate to the development and learning of individual students and groups
- Knowledge of the scope and sequence for learning goals for specific grades and mathematic subjects as well as across the grade
- Ability to document professional encounters (private teaching sessions, parent/guardian conferences, and other professional consultations)
- Ability to evaluate and review one's own teaching methods, materials and schemes or work, and to make changes as appropriate
- Knowledge and implementation of motivational techniques and activities
- Skill in use of computers (preferably PC, Windows-based operating environment) for word processing, emailing, and utilizing educational programs
- Knowledge and ability to plan and prepare courses and lessons which reflect the schools' academic standards, are appropriate to the needs, experience and existing knowledge of the students' individual and/or classroom instruction at the high school level
- Knowledge of and ability to most effectively use of student work, observations, and assessments to monitor and assess student progress

- Capability and capacity to support and assist teaching colleagues on best practices in utilizing student work, observations and assessments, and innovative strategies to teach math skills, especially to struggling students.

**Special Requirements**

Must adhere to STRICT CONFIDENTIALITY in reference to all UAIC information in trust and confidence and shall not disclose any confidential information to any third party without the written consent of the Tribal Administrator.

Please email all resumes to [resume@auburnrancheria.com](mailto:resume@auburnrancheria.com) or fax resumes to:  
**(530) 878-5445.**

**Must type Math Teacher in subject line to be considered**