



Department of Human Resources

SECONDARY SCHOOL TEACHER MATHEMATICS

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs professional work providing limited direct instruction and computer assisted services in a specialized subject or assigned group of subjects, motivating students to develop skill in assigned subject matters; does related work as required. Work is performed under the regular supervision of the Principal.

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects, and some light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions. Some teaching specialties (i.e. music, art, physical education, etc.) may require hearing, vision, physical coordination and/or exertion and effort in excess of those listed above.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Facilitate specialized subject matter(s), motivating non-traditional students to achieve maximum potential
Assists in developing individualized instructional programs;
Instruct students in area(s) of specialization and subject matter specified in State law and administrative regulations and procedures of the school district;
Establishes and maintains standards of behavior;
Encourages students to think independently, develop and express original ideas;
Evaluates students' progress, maintains appropriate records, prepares progress reports;
Communicates with students, student counselors and parents through conferences and other means;
Maintains professional competence through inservice education and self-selected professional books and instructional materials;
Participates in faculty committees and student activity sponsorship as required;
Performs administrative functions in computer based applications
Performs related tasks as required.

KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of subject(s); thorough knowledge of secondary education principles, practices and procedures; thorough knowledge of the principles and methodology of effective teaching; thorough knowledge of school division rules, regulations and procedures; ability to establish and maintain standards of behavior; ability to deliver articulate oral presentations and written reports; ability to establish and maintain effective working relationships with other staff, students and parents; ability to operate a personal computer.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from an accredited college or university with a degree in an acceptable field. Eligible for or in possession of an appropriate Virginia Teaching License to teach Mathematics.

SPECIAL REQUIREMENTS:

Tuberculin Skin Test certifying that the individual is free from contagious tuberculosis.

PORTSMOUTH PUBLIC SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER