

URBAN PROMISE MINISTRIES JOB DESCRIPTION

Position Title: High School Math Teacher Department: UrbanPromise Academy

Reports To: UPA Principal Salary Range: \$19.80/hour for 12 to 15 hours/week

Position Summary:

The right person for this job will be someone with a passion for and demonstrated record of success at helping high school students develop their math skills and their enjoyment, comfort, and confidence with math. The UPA's small class size and family environment will allow this person to contribute to the lives of our students by building positive relationships with the students, differentiating instruction, and preparing students to be engaged citizens.

Essential Job Functions:

1. Uphold UrbanPromise values (Faith, Innovation, Community, Wellness) and demonstrate the character qualities of enthusiasm, flexibility, integrity, kindness, self-control, and perseverance.
2. Assess the math knowledge, skills, and abilities of students.
3. Build upon existing curriculum, develop individual lesson plans, and lead instruction in ways which build upon student interests and are responsive to the learning needs of a differentiated student population. This position would probably teach 2 sections of the same math class.
4. Develop and implement effective means to measure student learning, review and grade student work, document student progress, conference with parents/guardians. Regularly update the school's management and information system with assignments and grades.
5. Clearly and consistently communicate, model, and enforce UPA behavior expectations; where needed, implement classroom specific policies and procedures all with a goal of maintaining a safe, welcoming, and positive learning environment.
6. Participate in and seek out professional training and development opportunities.
7. Maintain a clean, orderly, and organized classroom environment
8. Attend and actively participate in weekly staff meetings, monthly all-staff meetings, and periodic all-staff events as hours allow.
9. Participate in the employee performance evaluation process.

Essential Job Requirements:

EDUCATION Bachelor's degree in a relevant field. Secondary education teaching certification.

EXPERIENCE At least two years of teaching experience with high school aged youth.

REQUIRED SKILLS Excellent instruction and interpersonal skills.

PREFERRED SKILLS CPR and First Aid Certification.

PHYSICAL REQUIREMENTS The UPA includes an expeditionary learning component. Teachers are expected to perform duties and responsibilities of a physical nature. A physical examination by a medical doctor that includes proof of TB and Hepatitis test must be presented if hired.

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****Equal Opportunity Statement**

UrbanPromise values diversity, inclusion, and equity as matters of fairness and effectiveness. We are committed to hiring and retaining a staff that reflects the diversity of the communities we serve, fostering an inclusive working environment where staff of all backgrounds feel welcomed and engaged in the UrbanPromise mission and to promote racial and social equity in our work.

UrbanPromise is an Equal Opportunity Employer. All applicants who believe they meet the stated qualifications are encouraged to apply. Applications should be submitted to UrbanPromise Ministries, Chief People Officer at pfoxx@urbanpromiseusa.org