



NORTHWEST  
ACADEMY

**Math Teacher**

Northwest Academy is a progressive, independent middle school and high school located in downtown Portland. We emphasize proficiency-based curriculum and assessment, high expectations, creativity, and student-centered classrooms. We value an inclusive, caring culture that supports and challenges students, that is sensitive to their developmental needs and challenges, and that ultimately guides students to celebrate their burgeoning independence and individual spirit.

We are seeking a Math Teacher for the 2016-17 school year. This position will likely involve a variety of middle school and/or high school level classes depending on need. The Northwest Academy mathematics program offers a rigorous curriculum that develops critical and creative thinkers and problem-solvers. By exploring their connections to mathematics, students learn to confidently apply mathematical knowledge. Attention is given to applying math concepts in academic and everyday contexts and situations. Northwest Academy math teachers are passionate about teaching math to middle and high school students, and they recognize that effective teaching emphasizes providing individualized support to students with a range of academic abilities; creating an inclusive, supportive classroom culture; and differentiating instruction to promote student success.

Position Title: Math Teacher  
Department: Mathematics  
Reports To: Middle School and/or High School Director  
FTE: TBD depending on need

**POSITION SUMMARY:**

Northwest Academy recognizes that participating in a professional community and contributing to the school's wellbeing is an important element of a faculty member's relationship to the school. As a result, faculty members are expected to take active roles in the school's professional and student cultures and communities in addition to the essential responsibilities regarding their respective teaching and other assignments. Faculty members report to their respective division director(s) and/or their designees as assigned, including Department Chairs.

**RESPONSIBILITIES:**

- Teach classes as assigned, providing effective and professional classroom instruction, assessment, and management;
- Design and implement curriculum and instruction consistent with the mission, values, and standards established with the department's program;
- Collaborate with colleagues on curriculum development and on enhancing instructional practices and strategies;
- Establish effective communications and relationships with students and parents;
- Help to maintain school policies, regulations, and expectations;

- Develop and maintain professional, collaborative, and collegial relationships with faculty and staff, as well as with community partners to the benefit of students and classes;
- Support the work of the Head of School and administrative/leadership team;
- Exhibit a growth mindset about teaching practices and work toward professional goals and development;
- Participate in required non-classroom activities, including Back to School Night(s), parent/student conferences, retreats, faculty and department meetings, field trips, and special activity and performance events;
- Provide effective supervision of students to promote a safe and healthy environment and school experience;
- Timely and professional completion of required reports and forms;
- Represent the school at community or public events; and
- Fulfill other responsibilities as assigned respective to faculty member's courses or academic department.

#### QUALIFICATIONS:

- Earned Bachelor's Degree, or higher, in mathematics or math education from an accredited institution of higher education; advanced degree in education or related field preferred;
- Demonstrated success teaching mathematics in a middle and/or high school;
- Demonstrated success working effectively with and motivating young adolescent and adolescent learners;
- Demonstrated success in curriculum development;
- Excellent verbal, written, and digital communication skills; ability to effectively communicate and work as a team with administrators, faculty, staff, parents, and students;
- Proficiency with computers, Google Drive, and word processing, database, electronic grading software, and other classroom technologies;
- The ability to create an effective learning environment and interact effectively with people from different cultures and experiences; ability to lead and work with cross-cultural environments;
- An awareness about difference and how it can expand teaching practices and student success; and
- An ability to learn from and build on varying cultural and community norms of students and their families.

Interested candidates can find instructions for applying for this position on the [Northwest Academy Careers Page](#).

#### SUPERVISORY RESPONSIBILITIES:

Faculty members are at all times responsible for the supervision of students in their care during classes and for students generally at all times when on campus or off campus during school activities.

#### WORKING CONDITIONS:

This is a 10-month faculty position that follows an academic year. Teachers are expected to be on-campus or actively involved in the school community during their scheduled classes and for an established percentage of their non-classroom hours. There are some required commitments

outside of regular school hours, including evening and weekend commitments. Consistent with their respective FTE level, teachers are expected to travel to retreats, conferences and workshops, as well as accompany students on various experiential activities throughout the year.

#### PHYSICAL DEMANDS:

Physical requirements are consistent with light physical duties required of teachers generally. The school is spread out across five buildings covering multiple blocks in downtown Portland, so teachers may have to move between buildings during five-minute passing periods or to attend meetings around campus. The school does not provide parking for all staff members, so metered street or lot parking might be required.

*Northwest Academy is an equal opportunity employer and is committed to welcoming and celebrating a diverse student and faculty population. We believe every employee has the right to work in an environment free from all forms of unlawful discrimination. It is the policy of the school that employment decisions for all applicants and employees will be made without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, genetic information, marital status, veteran status, disability or other characteristics protected under local, state or federal law. No employee will be retaliated against for raising concerns under this policy. We seek each employee's contribution and assistance in helping us maintain equal employment opportunity.*