



清華大學附屬中學 國際部
Tsinghua International School

POSITION DESCRIPTION: High School Math Teacher

REPORTS TO:

Head of Secondary

EMPLOYMENT GOALS:

We are currently seeking an experienced and passionate High School Math Teacher to join our Mathematics Department. The successful candidate will tentatively be responsible for teaching Algebra, Geometry, Calculus, Statistics, and Trigonometry courses to high school students using the Common Core curriculum.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develop and deliver lesson plans aligned with the school's curriculum standards and learning objectives for various math courses (e.g., Algebra, Geometry, Calculus, Statistics).
- Utilize diverse instructional strategies to accommodate different learning styles and promote student engagement.
- Assess and evaluate student performance through quizzes, tests, projects, and assignments; provide timely and constructive feedback.
- Maintain accurate records of student attendance, grades, and behavior.
- Support students' academic and social growth by providing guidance and mentorship.
- Collaborate with colleagues in the math department and across disciplines to develop interdisciplinary projects and share best practices.
- Support students in extracurricular math activities.
- Communicate effectively with parents/guardians regarding student progress and areas for improvement.
- Participate in professional development activities to stay current with teaching methodologies and math content knowledge.
- Uphold school policies, procedures, and code of conduct to maintain a safe and respectful learning environment.

QUALIFICATIONS:

1. Bachelor's degree in mathematics; Master's degree preferred.
2. Valid teaching certification in Mathematics.
3. Minimum of 3 years of experience teaching high school math.
4. Experience working with high school students.
5. Strong knowledge of math curriculum standards and assessment practices.
6. Excellent classroom management, communication and interpersonal skills.
7. Ability to motivate and inspire students.
8. Ability to work collaboratively in a team environment.

EVALUATION:

Performance will be evaluated by the Head of Secondary