

## **Announcing: High School Mathematics/Instructor-Full-Time Position**

### **Responsibilities of Employment:**

The primary responsibilities of the teacher are to plan and implement a challenging and engaging college preparatory program in advanced mathematics classes for students at the high school level. The teacher will be responsible for instruction for the following College Board classes:

AP Pre-Calculus

AP Calculus AB

AP Calculus BC

Saint James School participates in the AP testing program and all students who take the courses listed above are required to take the College Board AP exam in May.

Additional information about these courses can be found in the Saint James School High School Course of Study which is available under the Academics tab of the school's website ([stjmontgomery.org](http://stjmontgomery.org)) or through the College Board AP Central website.

The teacher is expected to establish a positive and encouraging classroom environment characterized by engaging college preparatory instruction and assessment. Instructional planning and content must align with the Saint James School curriculum standards and those established by the College Board.

Candidates should be prepared to work with each member of the high school faculty in a positive and collaborative manner. Full cooperation with the administration and adherence to school policies and procedures is required. Advancement of the school's mission is essential. Teachers are expected to maintain the highest level of professionalism at all times in interacting with students, parents, and school personnel.

### **An exceptional candidate will:**

- Possess a level of knowledge and expertise required to provide college preparatory instruction in the assigned classes
- Have a proven track record of college preparatory mathematics instruction at the high school level
- Create a positive, growth oriented classroom environment which supports critical thinking and active learning experiences

- Play a proactive role in planning and implementing course objectives for future years
- Develop a variety of assessment tools complimentary to the goals of the class
- Work successfully in a collaborative environment

**Requirements for Employment:**

- Completion of bachelor's or master's degree program in mathematics or a comparable field is required
- A degree in education and a current valid teaching certificate is preferred
- Experience teaching a variety of high school (grades 9-12) advanced mathematics classes is preferred

Send a completed application packet including official transcripts, reference letters, and a current resume to:

Saint James School  
Attn: Leigh Anne Potts  
6010 Vaughn Road  
Montgomery, Alabama 36116