Coquille School District 8

1366 N Gould
Coquille, Oregon 97423
Phone: 541-396-2181 Fax: 541-396-5015

DATE: February 18, 2020

TO: All Interested Parties

FROM: Teri Pointer, Business Manager

SUBJECT: Notice of Vacancy – **Internal / External**

Coquille School District has the following opening for the 20/21 school year:

POSITION: **Teacher, Mathematics - Coquille Jr/Sr High School**

** This position requires a Foundational or Basic Math Endorsement. An Advanced Math Endorsement is not required. The position teaches multiple sections of junior high and high school math intervention classes as well as other elective classes.

Salary Range: $40,120 to $74,320 DOE *Excellent Fringe Benefits*

Qualifications: Candidates should have experience with assessing students and using multiple instructional strategies. Bilingual candidates and candidates experienced in working with bilingual students and families strongly encouraged to apply.

COMPLETE APPLICATION: **A Complete Application Consists of:**

1) Letter of Interest
2) Application: https://coquille.cloud.talentedk12.com/hire/index.aspx
3) Resume
4) Letter of Recommendation
5) Transcripts
6) Current Oregon Teaching License

SEND TO:

Teri Pointer
Coquille School District 8
1366 N Gould
Coquille, OR 97423
Or Email: tpointer@coquille.k12.or.us

CLOSING DATE: Open until filled

TERMS OF EMPLOYMENT: Pre-employment background check & drug testing required

Coquille School District is an EOE.

If you have a disability and need this publication in an alternate form, please contact Coquille School District 8 541-396-2181

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Coquille School District 8
Job Description

Job Title: **Teacher** Assignment: **Mathematics**

Reports to: **Principal** Evaluated by**:** **Principal**

1. **Position Overview:** Instruction of students shall include skill development, the expansion of knowledge and developing the ability to reason. Responsibilities include supervision, guidance, discipline, and safety of students. The use of independent judgment and decision making is required in many matters not having established rules, regulations, policies or precedent. Instruction includes multiple grade levels and the ability to differentiate curriculum. Frequent communication with parents is a must.

2. **Essential Job Functions:**
   a) Identifies the needs of individual students by continuous assessment of their performance and abilities.
   b) Uses identified student needs to plan instruction.
   c) Individualizes instruction.
   d) Uses a variety of appropriate methods and materials to implement instruction.
   e) Organizes and manages classroom to create the optimum learning conditions.
   f) Works collaboratively with other staff.
   g) Applies learning theories to meet the needs of students.
   h) Evaluates and reports student progress.
   i) Supervises students in and out of the classroom.
   j) Initiates, plans, and carries out parent conferences/communications.
   k) Initiates and maintains communication with parents and colleagues.
   l) Plans and coordinates additional activities.
   m) Other duties as assigned

3. **Other Job Functions:**
   a) Participates in in-service and professional development activities.
   b) Assists in the assessment of building level needs and the planning required to meet those needs.
   c) Collaborates in on-going professional development.
   d) Sets and carries out goals each year.

4. **Qualifications:**
   a) Knowledge of:
      i. Current concepts, methods, and procedures of curriculum development and implementation.
      ii. Laws, rules, policies, and trends regarding instruction
      iii. Evaluation techniques.
      iv. Standards based education.

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v. Human development and learning.
vi. Behavior management techniques.
vii. Communication techniques.
viii. Current health and safety procedures and practices.

b) Ability to:
i. Develop appropriate curriculum.
ii. Interpret and comply with laws, rules, and policies.
iii. Evaluate student needs and progress.
iv. Implement accepted principles of instruction.
v. Maintain acceptable student behavior and discipline.
vi. Communicate effectively.
vii. Maintain regular attendance.
viii. Maintain confidentiality

5. Experience:

a) Demonstrated competency through college preparation, student teaching, and/or classroom experience, and professional development.

6. License:

a) Current Oregon license with appropriate endorsement in area of assignment
b) Current ODL.

7. Physical Requirements:

In an eight-hour day, employee may

a)	Stand/Walk	7-8 Hours		
b)	Drive	1-2 Hours		
c)	Sit	1-2 Hours		
d)	Stoop/Squat/Bend	1-2 Hours		
e)	Lift/Carry	1-2 Hours	Up to a weight of	Over 50 lbs
f)	Climb Stairs	Frequently		
g)	Use hands for repetitive motions	Frequently		
h)	Use feet for repetitive movements	Occasionally		

This job description, revised November 6, 2017 supersedes all prior descriptions for this position.

Note: If hired, no unauthorized comments or postings about district business or students are allowed on social media.

I have reviewed this Job Description and understand the contents.

Employee Date

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.

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