

**Alabama School of Fine Arts
Duty Description**

Title: LONG TERM SUBSTITUTE TEACHER: Algebra I & II, Precalculus
August 1, 2024 – September 30, 2024

Reports to: Vice President of Specialty & Academic Instruction
Job Description: Qualified and knowledgeable Mathematics Instructor. Ability to teach multiple levels of math at secondary level
Job Goal: To help students learn subject matter and skills that will contribute to their development as mature, able, and responsible members of society

Performance Responsibilities:

- ❖ Determines individual and class needs.
- ❖ Implements activities using a variety of techniques that utilize instructional time and meet objectives
- ❖ Establishes and maintains standards of student behavior to achieve a functional learning atmosphere
- ❖ Exhibits positive human relation skills
- ❖ Evaluates the educational program and/or student progress
- ❖ Communicates with parents/guardians, colleagues, and community groups
- ❖ Demonstrates proficiency in written and oral communication
- ❖ Maintains and submits records and reports
- ❖ Supports the mission and goals of the school
- ❖ Integrates instructional technologies into the classroom
- ❖ Works with Academic Support Coordinator to identify and support the development of struggling students
- ❖ Works with Student Support Services to facilitate learning in all areas of the student's life
- ❖ Works with all other instructors to facilitate flexible test dates and class attendance to benefit students
- ❖ Adheres to school system rules, administrative procedures, local board, state and federal rules and regulations
- ❖ Engages in personal professional growth and demonstrates professional ethics and leadership
- ❖ Utilizes and communicates with internal technology such as, e-mail, grade reporting, etc.

Qualifications:

- ❖ A bachelor's Degree or higher from an accredited college or university
- ❖ Alabama Teacher's Certificate (preferred, not required)
- ❖ Such alternatives to the above qualifications as the Vice President may find appropriate and acceptable

Salary: Negotiable Based on Degree and Experience

Application and deadline: School must receive letter of interest, detailed resume, and three references no later than April 5, 2024. Please send to Jamie Plott, CFO / COO, Alabama School of Fine Arts at jplott@asfa.k12.al.us . Please only apply to the job in one place or format.

It is the policy of the Alabama School of Fine Arts not to discriminate on the basis of race, color, religion, sex, national origin, citizenship (other than an alien not authorized to work in the U. S.), age, disability, veteran status, or other proscribed category, in its educational programs, activities, or employment policies, as required by local, state, and federal policies and laws. This policy applies to all aspects of employment including selection, compensation, assignment, promotions, discipline, termination, and access to benefits and training. Inquiries or complaints regarding compliance with applicable laws may be directed to Dr. Martin Mitchell, President.