



**Contact:** Ms. Nina Scheinberg  
Mathematics & Computer Science Department Chair  
[nscheinberg@greenhillsschool.org](mailto:nscheinberg@greenhillsschool.org)  
Ms. Mayra Diaz  
Head of Middle School  
[mdiaz@greenhillsschool.org](mailto:mdiaz@greenhillsschool.org)

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## MIDDLE SCHOOL MATH TEACHER

**Department:** Math & Computer Science

**FLSA:** Exempt

**Reports to:** Mathematics and Computer Science Department Chair

**Schedule:** Full Time / Academic Year

**Designation:** Teaching Faculty

**Travel:** Rare

### POSITION SUMMARY

The Mathematics and Computer Science Department has an opening for a highly qualified and innovative middle school math teacher who is deeply knowledgeable about mathematics and eager to work with our joyful middle school students. The primary responsibilities include providing appropriate learning environments for students in grades 6 – 8 as they work through the mathematics curriculum. Greenhills math and computer science teachers believe in a standards-based, integrated, problem driven approach to teaching and learning math; use appropriate technology (including calculators, Desmos, Geometer's Sketchpad, statistical software, and web-based technologies); and collaborate within the department and with other disciplines to provide real-world experience with problem solving in addition to rigorous experience with the skills necessary for success in mathematics at the college level. Teachers are expected to be competent with all of the strands of the Mathematics curriculum, including Statistics, Geometry, Calculus, and the mathematics of Finance.

Greenhills School is eager to consider applications from groups traditionally underrepresented in independent school communities. We want a diverse mix of talented people who want to join us as student centered educators and role models who bring joy and good humor to our classrooms, fields, and offices, work collaboratively with colleagues, seek and respond to student feedback, and commit to reflective practice and continual growth. We pride ourselves on being a warm and welcoming inclusive community.

### DUTIES AND RESPONSIBILITIES

- Teach four sections of core middle school math courses.
- Participate in advising and co-curricular programs. Typical responsibilities of a full time teacher include coaching and some after school programming, such as advising clubs.



- Collaborate with department colleagues on pedagogy and curriculum, especially in courses shared between teachers. Vertically align coursework to provide students with a meaningful scope and sequence throughout their upper school science experience, and with colleagues across departments to create interdisciplinary learning experiences for students.
- Reflect on instructional practices and seek out opportunities for professional development.
- Create inclusive, effective and curious classroom environments and provide learning support for students inside and outside of the classroom as needed, including implementing formal accommodations, in consultation with the Greenhills Learning Center.
- Practice clear, timely, and professional communication with students, parents, and colleagues.
- Attend regular department, faculty, and other meetings.
- Promote an inclusive working and community environment.
- Serve as a role model in maintaining appropriate standards of care for students and maintaining healthy boundaries in student and professional relationships.
- Other duties as assigned.

## **SKILLS AND EXPERIENCE REQUIRED**

- B.A. in Mathematics or Science, or a related field required; master's degree in a relevant field is preferred.
- Several years of teaching experience, ideally at the middle and/or secondary level, is preferred.
- Proven experience with the age group required, teaching experience at the secondary level preferred.
- The ideal candidate will have substantial expertise in the field and will be:
  - a student-centered educator, skilled in fostering persistent problem solving,
  - knowledgeable about adolescents' intellectual, social, and emotional development and willing to positively greet the challenges and opportunities they present,
  - a professional oral and written communicator,
  - eager to work collaboratively with colleagues on curriculum design, pedagogy, and assessments.

## **PHYSICAL REQUIREMENTS TO PERFORM THE ESSENTIAL FUNCTIONS**

- Work is conducted primarily in an office environment / outside environment
- Operates machinery used in typical school-based engineering or robotics projects
- May require extended time outside of school for competitions or projects
- Greenhills School property is a tobacco-free environment.



## HOW TO APPLY

Interested candidates should submit a cover letter with resume to Math & Computer Science Department Chair, Ms. Nina Scheinberg, [nscheinberg@greenhillsschool.org](mailto:nscheinberg@greenhillsschool.org), and Head of Middle School, Mayra Diaz, [mdiaz@greenhillsschool.org](mailto:mdiaz@greenhillsschool.org). No phone inquiries please.

## ADDITIONAL INFORMATION

**Compensation:** Salary is competitive, commensurate with experience and education level, and includes lunch when school is in session. Greenhills provides a comprehensive benefit package, which includes a variety of health insurance offerings, dental, vision, life, and short- and long-term disability offerings, HSA/FSA options, and retirement benefits through TIAA.

*The essential functions and basic skills have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This position description is subject to change at any time.*

*Greenhills School is an Equal Opportunity Employer. Greenhills School does not unlawfully discriminate on the basis of age, gender, religion, race, color, sexual orientation, gender identity, genetic information, disability, or national or ancestral origin in the administration of its educational policies, scholarship and loan programs, athletic and other School-administered programs, or in the administration of its hiring and employment practices.*

*Must be legally authorized to work in the United States.*