
Job Title: Upper School (grades 7-12) math Instructor position

Mill Springs Academy invites applications for full-time, grades 7-12 math instructor for the 2020-2021 school year. Mill Springs Academy is an independent private school that provides a college preparatory education to non-traditional learners in grades 1 – 12. Located on 85 acres in Alpharetta, GA, the school offers a variety of additional opportunities for its teachers through coaching, summer school, and summer camp. The teacher will provide opportunities for maximum student development and growth through developmentally appropriate learning experiences. The teacher will design and implement a wide variety of instructional strategies that will accommodate various abilities and skills in accordance with the school curriculum. This is a full-time position teaching five academic classes and an Advisory. After-school opportunities are available.

Professional Skills, Knowledge and Experience:

- Bachelor's degree (preferably a Masters) in mathematics or related field; a minimum of 3 years teaching experience with a strong foundation in PreAlgebra, Algebra I, Geometry, Algebra II and PreCalculus. Honors and AP teaching experience is a plus
- Experience teaching students with learning disabilities and an understanding of different learning styles and skill levels
- Extensive use of STEAM in the classroom (science, technology, engineering, art, mathematics)
- Highly creative, flexible, innovative teaching style that engages all types of learners
- Must be a team-player and able to build positive working relationships with colleagues
- Ability to develop positive rapport with students
- Superior communication skills (both written and oral) and communicate effectively, both orally and in writing, with students, parents, and other professionals on a regular basis
- Demonstrate computer literacy and proficiency (e.g., word processing, spreadsheets, email, Internet, presentation software, and online grade book programs). Experience with SmartBoard and FACTS (RenWeb or another learning management system) technology is a plus
- Knowledge of and experience with academic competitions such as Future City, Quiz Bowl and others a plus

Key Responsibilities:

- Design a curriculum that includes project based, student initiative driven units and labs, incorporates hands on learning and out of box thinking.
- Assign related coursework and track student performance; evaluate programs and student progress (conferences, written evaluation, and written daily correspondence).
- Effectively adapt teaching methods, instructional materials, and learning opportunities to meet students' varying needs and interests
- Instruct and encourage individual students; establish goals for individualized students and small groups.
- Assess student progress through observations, assignments, and assessments, and communicate and collaborate with parents, other teachers, counselors, and administrators regarding students' progress
- Maintain accurate and complete student records
- Attend professional meetings, educational conferences, and teacher training workshops in order to maintain and improve professional competence

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- Participate in student extra-curricular activities, such as sponsorship of clubs, involvement in after-school student activities, chaperone student events.
 - Manage the class and ensure engagement and discipline.
 - Attend staff meetings, and serve on committees as required
 - Select, store, order, issue, and inventory equipment, materials, and supplies
 - Additional duties as assigned by the administration

Please forward cover letters and resumes to Patsy Beckwith, Director of Human Resources, at pbeckwith@millsprings.org.

It is the policy of Mill Springs Academy to conduct business and provide equal employment opportunity to all persons without regard to race, color, age, gender, religion, national origin, disability status, protected veteran status, or any other characteristic protected by federal, state or local laws.