

PROVISO TOWNSHIP HIGH SCHOOLS, DISTRICT #209

EAST
Maywood, IL

MATHEMATICS AND SCIENCE ACADEMY
Forest Park, IL

WEST
Hillside, IL

NOTICE OF VACANCY

January 9, 2017

**The following TEACHING positions available at
PROVISO EAST HIGH SCHOOL**

- POSITION:** **Applied Technology – Auto Tech-#3576
2-Proviso East High School**
- QUALIFICATIONS:** Valid Professional Educators License with endorsement in
Auto Mechanics required
Experience in a multi-cultural setting
High school teaching experience preferred
- SCHOOL TERM:** 2016-2017 school term
- SALARY:** Per contract
- APPLICATION:** To apply, please visit our website at: www.pths209.org go
to Departments, Human Resources, and Employment
Opportunities to be directed to our online application
system.
- DEADLINE:** **OPEN UNTIL FILLED**

***Proviso Township High Schools, District #209 does not discriminate on the basis of
race, color, national origin, gender or disability.
JobID 3576***

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POSITION TITLE: Teacher

REPORTS TO: Department Chair
Building Principal

QUALIFICATIONS:

Required Experience or Training

Valid Illinois Type 09 or 10 Teaching Certification with endorsement in Auto Mechanics/Technology required

Desired Experience or Training

Master's Degree; Previous high school teaching experience

POSITION RESPONSIBILITIES:

INSTRUCTIONAL METHOD

1. Teach to prescribed outcomes and goals
2. Use instructional methods that improve student achievement
3. Assign and evaluate appropriate student work
4. Involve students in learning
5. Make effective use of entire class period
6. Use appropriate school support and resource materials
7. Convey to students learning goals and the importance of material learned
8. Be clear in explanations and directions
9. Provide continuity in learning activities
10. Challenge students by using appropriate questioning strategies
11. Speak clearly, audibly, and fluently
12. Adjust the teaching pace to assure maximum student understanding
13. Provide appropriate remedial and/or enrichment material whenever necessary

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14. Communicate high expectations for student performance

INSTRUCTIONAL PLANNING

15. Establish a positive and safe learning environment

16. Revise lesson plans as needed

17. Plan instructional examples, illustrations, and time for questions into lessons

18. Address different styles of learning by employing a variety of instructional techniques and materials

19. Be creative and innovative in the use of curricular and instructional materials

SUBJECT MATTER

20. Demonstrate command of subject areas crucial to instructional effectiveness

21. Demonstrate knowledge of contemporary instructional research related to the subject area and to the teaching of diverse students

22. Remain current in the assigned content area and in the profession

23. Demonstrate enthusiasm about subject matter

CLASSROOM MANAGEMENT COMPETENCIES

24. Develop, communicate, and enforce a set of classroom rules, policies, procedures, and expectations which are consistent with school and department policies and with learning outcomes

25. Monitor student behavior for compliance with classroom rules

26. Reinforce/reward appropriate social and academic behavior

27. Respond to behavior problems quickly and appropriately

28. Have necessary material and equipment available and ensure their appropriate use and care

29. Provide and distribute necessary classroom materials in an orderly and efficient manner

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30. Interact with students in ways which are respectful and friendly, and which reflect an understanding of cultural differences

31. Provide students feedback on their knowledge and skill

32. Use effective methods to manage student behavior

PROFESSIONALLY RELATED COMPETENCIES

33. Participate in review and updating of curricular programs

34. Perform promptly the responsibilities stipulated in Board of Education policies and administrative procedures

35. Adhere to all personal absences procedures and provides appropriate plans and materials for use by the substitute

36. Model and enforce classroom and school rules, policies, and procedures; exemplify the district's mission and beliefs

37. Be punctual in arrival times to the building, to classes, and to meetings

38. Report promptly student behavior, attendance, and performance to family or guardians and when necessary, refer students to appropriate school personnel; stay in regular communications with parents.

39. Cooperate with other educational personnel

40. Implement recommendations made in the evaluation and supervisory process