



## Valparaiso Community School Corporation

Valparaiso Community Schools

Title:

### **HS Mathematics Department Chairperson**

Qualifications:

- Member of the VHS Mathematics Department in good standing
- Outstanding ability demonstrated as a master teacher and willingness to assist fellow teachers in improving performance
- Demonstrated ability and interest in performing administrative leadership duties
- Ability and willingness to devote time outside of regular school hours for meetings and working on departmental matters

Job Goal:

- To carry out the aims and objectives of the Mathematics Department
- To assist other mathematics instructors to help students be successful in their course of study
- To continue the expectation of excellence in the Mathematics Department, promoting growth of the programming offered to students, and fostering the development of the whole child

Expectations:

- Maintain high standards as a role model, both in and out of the classroom, while advocating the skills, mission and objectives of the School and District
- Lead department members through research-based instructional strategies for both face-to-face and digital learning opportunities for students
- Promote good citizenship, be understanding and fair, and display a character of integrity
- Assist in the recruitment of new department members
- Work in collaboration with other teachers, across all disciplines, to enhance the learning experience for all students
- Demonstrate necessary organizational and leadership skills
- Take the lead in mentoring new department members
- Plan in-service activities for department
- Respond to parent/student complaints and address with teacher as needed
- Other duties assigned by principal

Reports To:

- Building Principal

To Apply:

- Submit a letter of interest and qualifications to Dr. Reid A. Amones, Principal

