



## **Mathematics and Computer Science Teacher**

Notre Dame High School, Belmont (NDB) is an independent Catholic college preparatory school for young women dedicated to the educational mission of St. Julie Billiart and the Sisters of Notre Dame de Namur.

NDB seeks a motivated Mathematics and Computer Science Teacher for the 2019-2020 academic year who will share the responsibility in the academic development of students and guidance in spiritual, social, co-curricular, and extra curricular activities. This is a full time position and reports directly to the Associate Head of School for Academics.

### **Major areas of responsibilities**

- Conduct communications internally and externally with the highest level of Professional Ethics
- Display a high degree of instructional competence through evidence of:
  - High level knowledge of Subject Matter
  - Innovative and diverse Lesson Plans
  - Appropriate range of formal and informal Student Assessment
  - Effective Classroom Management
- Maintain high standard for professional growth, must contain a technology component
- Demonstrate the ability to work collaboratively with colleagues.
- Encourage academic honesty and integrity
- Support Admissions programs and events

### **Qualifications**

- Bachelor of Arts or Science Degree, Mathematics preferred
- Master Degree in Mathematics or Mathematics Education, preferred
- California Single Subject Teaching Credential in Mathematics
- Experience teaching Math and Computer Science at all high school levels; College prep, Honors and AP
- Proficient in all areas; Algebra I through AP Calculus
- Three years teaching experience with adolescents, High School Experience preferred
- Demonstrated ability to lead and inspire in a classroom setting
- Outstanding written, verbal, and presentation skills
- Strong interpersonal and organizational skills
- Passion for Catholic secondary women's education
- Experience with GAFE
- Experience teaching in Block Schedule, preferred

### **Salary and Benefits**

Salary scale reflects the guidelines set forth by the Notre Dame High School. Salary is based on education and years of experience. This position is eligible for benefits.

Interested candidates should submit a letter of intent, resume, and three letters of recommendation through the EdJoin.org website.

<http://www.edjoin.org/Home/Jobs?countyID=0&districtID=3494>

1540 Ralston Avenue, Belmont, CA 94002  
[www.ndhsb.org](http://www.ndhsb.org)