Long Term Substitute - Math Specialist, Lower School  
(November-February)  
Reports to: Lower School Principal

Job Information

Job Summary:
Lower School grade level math teachers develop and execute engaging and interactive math lessons in collaboration with homeroom teachers to create an environment that allows students to think critically and independently. The math teachers are responsible for developing curriculum, supervising students both in and out of the classroom and maintaining up-to-date teaching techniques to provide students with a quality educational experience. Math teachers build relationships with homeroom teachers, students, families, and staff in order to foster a culture of community. Math teachers are expected to maintain strong lines of communication with families about student progress, and to support and collaborate closely with colleagues in the pursuit of Lab’s mission. We are looking for math teachers who project an air of optimism; who will share feedback to help students learn problem-solving; who can reflect on how their actions affect others; and who will work each day to create a rich learning environment, and a culture of intellectual curiosity.

We are seeking someone who enjoys thinking deeply about mathematics, is passionate and committed to meeting the needs of diverse students, is knowledgeable of and experienced with a wide variety of mathematics, is comfortable and able to navigate and support working collaboratively with homeroom teachers in their approach to teaching and learning. This candidate possesses experience in teaching mathematics. In addition, ideal candidates demonstrate a commitment to diversity, equity, and inclusion, including cultural competency skills.

All faculty members are expected to perform in accordance with the terms and conditions of the Collective Bargaining Agreement and are expected to work the required days as stipulated in that agreement.

Responsibilities:
- Build a nurturing, challenging, supportive, and inclusive classroom community. Create a classroom environment that fosters mutual respect and age-appropriate levels of independence.
- Plan and teach mathematics to a grade level in collaboration with the homeroom teacher.
- Engage and collaborate with parents and other members of the faculty and administration on a daily basis. Maintain high standards of honesty, integrity, and confidentiality in daily interactions with colleagues, students, family, administrators, and the broader community.
Set instructional outcomes that are grounded in grade-level expectations, reflect a balance of different types of learning and are suitable for a diverse group of students.

Monitor student learning, growth, and progress, and provide regular feedback to students and families regarding strengths, opportunities for growth, next steps, and learning goals.

Support homeroom teachers and Learning and Counseling team members to support students and inform instruction.

Support the development and alignment of the Lower School Math program.

Consult with homeroom teachers, members of the Learning and Counseling and Math departments, and administration.

Attend math department, division, and school-wide meetings, as necessary.

Attend grade level meetings and meetings to collaborate with homeroom teachers.

Serve as a resource to families, including being involved in Back to School night, ParentConnect information sessions and other parent education opportunities, supporting parent-teacher conferences and transition meetings.

Competencies:

- Demonstrated knowledge of course subject matter required.
- Knowledge of instructional methodologies required.
- Strong knowledge of child development required.
- Ability to develop curricula, lesson plans, and assessment tools required.
- Problem-solving skills required.
- Analytical skills required.
- Computational skills required.
- Organizational skills required.
- Attention to detail required.
- Decision-making skills required.
- Ability to quickly adapt to changing circumstances and be flexible in work with students.
- Strong interpersonal, and the ability to interact with a diverse group of faculty, staff, students, and parents required.
- Knowledge of diversity, equity and inclusion issues, and dynamics in the classroom and in developing healthy, supportive relationships with all students.
- Creativity required.
- Strong verbal and written communication skills required.
- Ability to work independently and as part of a team required.
- Ability to manage stressful situations required.
- Ability to maintain confidentiality required.
- Ability to work on multiple projects simultaneously, set priorities, and meet deadlines required.

Education:

- Bachelor's degree required.
- Master's degree in a related field preferred.
- Mathematics degree or certification preferred.

Experience:
- Minimum of three years of classroom teaching experience in the elementary setting required.
- Co-teaching experience preferred.
- Curriculum development and writing experience required;
- Experience working with a wide range of students, teachers, and families with diverse backgrounds such as race, ethnicity, sexual orientation, learning abilities, class, language and nationality.

Physical Requirements for Teaching Positions:
- Ability to move in and around the classroom/building to interact with students, faculty, staff, parents, and other members of the community.
- Ability to move class-related equipment/tools, as appropriate, around school property.
- When appropriate, the ability to escort children from one classroom to another, in and out of the building during arrival and dismissal, and in an emergency situation.
- Ability to demonstrate lessons, when appropriate.

Pay range:
- Based on experience

Required Documents:
- Cover letter
- Resume
- Professional references
- Brief statement of philosophy regarding:
  - Ways in which your qualifications can help Lab achieve its goals of inclusivity, equity, and diversity.
  - Approach to teaching

About the Unit:
At the University of Chicago Laboratory Schools, students in Nursery through Grade 12 experience a world-class educational journey. Founded in 1896 by John Dewey as a place for educators to develop and explore novel approaches to pedagogy and curriculum, Lab continues to provide excitement and imagination in learning to this day. Academic rigor, experiential learning, and intellectual discourse are hallmarks of a Lab education. Lab educators are recognized for excellence in teaching and pride themselves on innovation in the classroom. Students in every grade have access to unparalleled resources, and all members of the Lab community benefit by partnerships and connections with the University of Chicago. Families who choose Lab care deeply about curiosity, inquiry, and creativity.

No less than scholarship, Lab’s mission prioritizes honoring diversity and exhibiting kindness. We are committed to building and supporting a teaching and learning community where young people see aspects of their backgrounds and identities reflected around them, where they feel a deep sense of belonging, and where they discover and use their voices to full effect. Today, 53-59 percent of Lab’s student body are students of color. Families report speaking nearly 40 different languages in their homes. Approximately 60 percent of Lab families are also affiliated
with the University of Chicago. Half of our families live in Hyde Park, and the rest come from across Chicago, the suburbs, and northwestern Indiana. Inclusion is a fundamental value at Lab, such that we celebrate every facet of community members’ identities, and even where we disagree, we emphasize respect, civility, and maintaining a spirit of community.

Lab seeks the finest employees to join our vibrant learning community. We employ people with a wide range of skills and training in many different disciplines, who have in common a love of learning and the wish to inspire that same love of learning in young people. We seek candidates for employment who thrive in an educational environment. We provide a great professional home for those committed to collaboration, ongoing personal and professional growth, and cultivating positive relationships. We strongly encourage applications from candidates of color, LGBTQ+ identified candidates, candidates from historically marginalized or underrepresented backgrounds, and candidates with a demonstrated commitment to a deepening diversity, equity, and inclusion practice. In turn, we strive to ensure that Lab is a joyful, welcoming, and inspiring place to work. Through our connection to the University, faculty, staff, and administrators enjoy benefits and opportunities that would be nearly impossible to match in any other environment.