

MESA VISTA CONSOLIDATED SCHOOL DISTRICT
IS SEEKING APPLICANTS FOR THE FOLLOWING POSITION

Middle School Math/ ELA Teacher

QUALIFICATIONS:

BA/BS Degree (minimum)

Valid/current New Mexico Teaching License with appropriate endorsement

APPLICATION: IN-DISTRICT: Letter of interest

OUT OF DISTRICT: Complete application and send to HR Office

DEADLINE FOR APPLICATION: Until Closed

REPORTS TO: Building Principal.

JOB GOAL: To help students learn subject matter and skills that will contribute to their development as mature, able, and responsible individuals.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Attendance:
- Adheres to district sick leave and personal leave policies.
- Punctual to job assignments and meetings.
- Involved in non-required school activities.
- Maintains physical stamina to meet demands of the job.

Instructional Planning:

- Maintains clear and up-to-date written lesson plans.
- Maintains up-to-date records and reports.
- Relates plans to clearly defined objectives consistent with established curriculum and Educational Standards of New Mexico.
- Previews and has needed materials available.
- Makes effective use of planning time.
- Revises plans based upon student needs, ability levels, and interests.
- Uses test results to diagnose and prescribe what needs to be done to improve a situation, action, or achievement.
- Focuses learning on the next concept beyond that which the student already knows.
- Is familiar with non-academic growth, home environment and adjustment to school.
- Provides effective home/school communication.
- Seeks assistance and advice of professional staff when appropriate.
- Takes advantage of Professional enhancement when available.

Instructional Methods:

- Develops readiness for learning.
- Uses meaningful objectives.
- Uses words and content appropriate to the subject area and ability of students.
- Provides information in a clear and concise manner, using a multi-sensory approach.
- Provides appropriate guided and independent practice.
- Provides prompt and positive feedback.
- Utilizes a variety of questioning techniques.
- Monitors all non-direct teacher activities for their usefulness and appropriateness.
- Evaluates performance on the objectives and then re-teaches or enriches as needed.
- Aids students in developing positive self-concepts.
- Provides the experience needed to extend students' thinking skills.
- Increases the probability of continued student learning through greater motivation.

Classroom Management:

- Maintains a high level of time on task and redirects students who are off task.
- Establishes and clearly communicates the parameters for student behavior.
- Recognizes and reinforces achievement and good behavior.

- Administers fair and consistent discipline.
 - Promotes an environment in which all students feel free to participate.
 - Maintains a classroom atmosphere conducive to good health and safety.
 - Is aware of physical, emotional, and psychological needs of students.
 - Provides an orderly environment.
 - Insures proper care of instructional equipment and materials.
 - Competency in Subject Matter Taught and/or Services Paid:
 - Possesses knowledge in assigned grade, subject area or special service.
 - Participates in curriculum improvement.
 - Continues professional growth through participation in developmental opportunities.
- Other duties assigned

Reports To: Superintendent of schools
Salary: As Per Salary Schedule
Deadline: Until Filled

Application Procedures

Interested applicants please submit a letter of interest to:

Shayna Fernandez –Cordova
Shayna.cordova@mesavista.org
Human Resource Office
Mesa Vista Consolidated Schools
P.O. Box 309
Ojo Caliente, NM 87549
Phone: (505) 583-2645
Fax No.: (505) 583-2815

We, the Mesa Vista Consolidated School District, conform to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status, Genetic Information and Testing, Family and Medical Leave, protected veteran status, or any other characteristic protected by law. We prohibit Retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.