



Open Position: Mathematics Teacher (Part-time)

Purpose of the School

Pacifica is devoted to teaching young men and women to think critically and wisely, instilling heartfelt joy and interest in learning, while encouraging lives of faith, character, and service to God. To accomplish our mission, we offer a rigorous, liberal arts curriculum directed by an energetic and talented faculty, working in partnership with the families, and focused on the development of each individual student.

Our desire is to inspire students to think well and engage their hearts to live well. Pacifica's goal is for students to graduate with the wisdom and key competencies necessary for further study, and to be prepared to represent God effectively in their life calling.

Academic Responsibilities

Courses Taught

This teacher will teach a total of two sections that may include a combination or one of the following courses:

- Algebra I and/or
- Functions, Statistics, and Trigonometry

Curriculum Implementation and Design

Teachers are responsible for implementing the stated curriculum of the school. They are to modify and revise curriculum when necessary in order to comply with accreditation requirements of the Western Association of Schools and Colleges and in response to analysis in collaboration with the Dean of Academics and Principal.

Process for Applying

1. Contact Dr. Roberson to request an application at broberson@pacificaoc.org
2. Email the completed application to Dr. Ben Roberson with the following: resume, cover letter & three letters of recommendation including one pastoral reference.
3. Applications will be accepted until the position is filled.

For more information about the school, visit our website at www.pacificaoc.org.

Classroom Management

Teachers maintain a disciplined learning environment within the classroom, which is built out of respect, grace, and passion for the subject.

Course Management

- Facilitates a challenging academic environment
- Maintains an organization plan for each assigned course (subject matter outline, daily lesson plans, etc.)
- As a minimum, remains faithful to the course outline as indicated in the curriculum guide and enriches curriculum whenever possible
- Commits to expertise and growth in discipline content and methodology
- Uses technology to enhance student learning and achievement
- Completing grading within cycle of assignment, updating homework and test results online in a timely manner
- Independently pursues professional growth

Professional Responsibilities and Duties

- Executes all duties in a timely manner (starts class on time, meets deadlines, attends meetings, turns in paperwork on time, etc.)
- Seeks opportunities to promote a collegial, educational environment throughout the campus
- Maintains communication with parents and responds within 24 hours
- Sustains cordial, professional relationships with all students, staff, parents, and community members
- Attends meetings and sits on committees as directed by administration
- Is eagerly involved in the Pacifica community outside of school hours
- Is a team player and willingly collaborates
- Attends Family Picnics, Athletic Activities, Performing Arts Events, and Open Houses
- Attends Chapels and Assemblies on a regular basis
- Participates in class overnight trips (All School Retreat)
- Faithfully completes reasonable extra duty assignments (Supervision, Advisory/Mentoring, Office Hours)
- Abides by the spirit and policies in the *Pacifica Faculty Handbook*
- Holds self directly accountable to the chair of his/her department, the Academic Dean, Principal, and ultimately the Head of School

Advisory Groups (For Full-time Faculty)

The culture at Pacifica is dedicated to ministering to the whole person. Advisory Groups are an intentional way to have at least one adult assigned to the well being of each student. All Pacifica teachers will serve as an advisor (mentor) to one advisory group each academic year. Each advisor is expected to:

- Meet weekly with their students during the designated time
- Sit with their students at school meetings such as chapels or assemblies
- Earn the trust of their students
- Pray for and with their students
- Communicate with parents as needed

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