

Vacancy Announcement

Posting Date: February 25, 2026

Application Period: until filled

Waimea Middle Public Conversion Charter School

67-1229 Mamalahoa Highway

Kamuela, Hawai'i 96743

Tel 808-313-7510

Fax 808-887-6087



This is to announce the following vacancy for the 2026-27 school year:

MATH TEACHER (1.0 FTE)

Salary starts at \$53,649 and may vary based on qualifications.

The position is at Waimea Middle School on Hawai'i Island. The school is a public conversion charter school, and the position is included in the HSTA- BU5 (10-month)

Position Description:

Assumes professional responsibility for providing learning experience in Mathematics, as well as, supervision of students in a supportive and positive climate. To ensure that each student develops the skills, attitudes, and knowledge to meet and exceed the Common Core State Standards in Mathematics.

The Math Teacher is responsible for designing, selecting, and delivering curriculum and materials that effectively enhance student learning. To achieve academic excellence, the Math Teacher must work collaboratively with other members of the Math department, school administrators, faculty, staff, and parents.

This position is under the direct supervision of the middle school Principal.

How to Apply:

Please submit a letter of interest, resume, and copies of licensure to Waimea Middle School – Attention Penina Nansen

- Mail: 67-1229 Mamalahoa Highway, Kamuela, HI 96743
- Phone: 808-313-7510
- Email: Penina_Nansen@wmpccs.org
- Fax: 808-887-6087

“Waimea Middle School empowers all students with the skills, values and cultural understanding to successfully navigate high school and beyond.”

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

www.WaimeaMiddleSchool.org

Waimea Middle Public Conversion Charter School
Position Description For:
Math Teacher 1.0 FTE
10-Month Position – SY 2026-2027

General Description:

Assumes professional responsibility for providing learning experiences in Mathematics, as well as supervision of students in a supportive and positive climate. To ensure that each student develops the skills, attitudes, and knowledge to meet, and exceed the Common Core State Standards. Responsibilities include the design, selection, and effective delivery of curriculum and materials for maximizing student learning. Achieving academic excellence requires that the Mathematics Teacher work collaboratively with members of the math department, school administrators, faculty and staff, and parents.

Supervision:

Works under the general supervision of the school principal and is consistent with the school's Mission, Vision, Beliefs, and IKAIR core values. Is responsible for being knowledgeable of and adhering to principal, school, and our local school board policies and directions. Exercises substantial judgment and independence in carrying out responsibilities consistent with such guidance.

Qualifications:

- Hold or be eligible for a Hawaii State Teaching License with the appropriate subject-area authorizations in Mathematics.
- Demonstrate content knowledge for the subjects and levels being taught.
- Demonstrate knowledge and understanding of child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research related to learning.
- Have excellent integrity and demonstrate good moral character and initiative.
- Exhibit a personality that demonstrates enthusiasm and interpersonal skills to relate well with students, staff, administration, parents, and the community.
- Commitment to professional growth and reflection including collaboration and teaming.
- Demonstrate the ability to use electronic equipment for word processing, data management, information retrieval, visual and audio presentations, and telecommunications.
- Demonstrate the ability to effectively communicate with parents, students, and staff verbally and in writing.
- Knowledge of and ability to use a variety of skills strategies to meet the diverse needs of students.
- Knowledge of and skill in culturally responsive teaching and learning.

Essential Duties:

- Plan and implement instruction to ensure that all students meet and exceed the Common Core State Standards in Mathematics.
- Plan for student success based on the assessed needs of individual students and the use of data to determine each student's current knowledge and skill level and to measure progress.
- Regularly conduct planning for lessons using commonly accepted professional practice (content, goals, assessment, re-teaching, etc.)
- Maintain and provide reasonable and meaningful student grading and evaluation and communicate such information to students and parents.

- Demonstrate empathy, rapport, objectivity, and listening skills.
- Work collaboratively with other teachers and support staff in addressing the needs of students.
- Engage the learners in differentiated learning experiences for the range of skill levels and developmental needs found in the classroom, managing, when appropriate, multiple instructional activities simultaneously.
- Monitor the pacing of instruction and budget class time efficiently by providing clear directions, outlining expectations, and effectively bringing to closure instructional experiences.
- Use effective presentation skills when employing direct instruction, including appropriate vocabulary and examples, clear and legible visuals, and articulate and audible speech.
- Provide a nurturing, supportive, and positive classroom climate that encourages student responsibility, using positive motivation, clear classroom routines, challenging instructional strategies, and effective classroom management techniques.
- Discipline students fairly and consistently, using school-approved procedures. Seek assistance from the parents and the principal or designated supervisor when needed.
- Communicate regularly with parents, seeking their support and advice, to create a cooperative relationship to support the child in the school.
- Assess and interpret the social needs, emotional needs, and learning styles of students, using a variety of assessment techniques and data; plan and adjust the teaching methods accordingly, requesting advice and assistance from specialists when appropriate.
- Assist with the monitoring and following of Individualized Education Plans and/or 504 Accommodation Plans for selected students assigned to the class.
- Employ a variety of methods for students to demonstrate learning and accomplishments; evaluate and grade homework, assignments, and tests in a timely fashion, providing feedback to the student on performance.
- Maintain records and provide evidence of growth and progress to parents and students.
- Assist with responsibility for all students within the school, beyond those specifically assigned, supervising fairly and constructively to ensure the safety and well-being of all students.
- Attending student events to demonstrate a genuine interest in the life of the students.
- Complete in a timely fashion all records and reports as required by law and regulation or requested by the Principal or designated supervisor.
- Maintain accurate attendance records; account for all funds collected from students.
- Work cooperatively with adults assigned to the classroom (e.g., paraprofessionals, student teachers, parents, and volunteers), establishing clear expectations for roles and responsibilities.
- Maintain positive, cooperative, and mutually supportive relationships with the administration, instructional staff, students, parents, and representatives of resource agencies within the community.
- Attend required staff meetings and serve, as appropriate, on staff committees; participate in curriculum and program development, and in the selection of materials and equipment to support instruction.
- Notify immediately appropriate personnel of evidence of substance abuse, child abuse, child neglect, severe medical or social conditions, potential suicide, or individuals appearing to be under the influence of alcohol, controlled substances, or anabolic steroids.
- Continue to grow professionally through collaboration with colleagues and professional growth experiences.
- Protect the confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
- Perform any duties that are within the scope of employment and certifications, as assigned by the principal and assigned supervisor, and not otherwise prohibited by law or regulation.