



FOURTH GRADE TEACHER JOB DESCRIPTION

DEFINITION – Under the Supervision of the Principal, the 4th Grade Teacher is responsible for the education of 4th grade children and creates an environment with high standards in learning, creativity and personal growth in accordance with each student's ability.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Provides learning experiences and teaches the Core Knowledge curriculum as provided in the scope and sequence guidelines.
- Follows all Colorado Model Content Standards and Grade Level Expectations as aligned in the Monthly Curriculum Maps.
- Develops and uses instructional material suitable for verbal and/or visual instruction of students with wide range of mental, physical and emotional maturity.
- Provides individual and group instruction designed to meet individual needs.
- Establishes and maintains standards of student and classroom management required to achieve effective participation in all activities without interfering with the natural and informal atmosphere of an intermediate class.
- Evaluates academic and social growth of students and keeps appropriate records and assessment data.
- Provides appropriate instruction and activities for students to meet Flagstaff Academy goals and objectives.
- Communicates with parents through a variety of means.
- Holds parent conferences to discuss individual student progress, develop student goals and interpret the school curriculum and programs.
- Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health and learning problems.
- Maintains professional competence through embedded staff development activities provided by Flagstaff Academy and/or professional growth activities and university courses.
- Participates cooperatively with the school principal and/or assistant principal by which s/he will be evaluated as a part of the Flagstaff Academy and Colorado State guidelines for licensed personnel.
- Selects and requisitions instructional materials; maintains inventory records and classroom cleanliness.
- Provides leadership to select extra-curricular school activities, acts as a teacher liaison to select committees and Parent Teacher Organization.
- Participates in all trainings, core and faculty meetings to enhance the professional learning communities model.
- Follows all policies and procedures established by the Flagstaff Academy Board of Directors and Administration.

QUALIFICATIONS REQUIREMENTS:

Knowledge of:

- Core Knowledge Curriculum.
- Colorado Model Content Standards and Grade Level Expectations.

- Understanding of Colorado Basic Literacy Act.
- Experience using different formative and summative assessment protocols.
- Understanding of best practices in Elementary Education.

Ability to:

- Use proven research strategies in Elementary Education.
- Demonstrated experience in modeling, providing guided practice, and checking for understanding in students.
- Ability to select a variety of activities and media to respond to the diversity of learning styles and needs of the students in the class.
- Uses a variety of instructional strategies (e.g. direct instruction, cooperative learning, individualized instruction, inquiry) to engage students.
- Understands subjects taught and shows how this knowledge is created, organized, linked to other disciplines, and applied to real world settings.
- Uses a repertoire of assessment strategies to determine what students all ready know and what they will learn.
- Demonstrated experience in effectively solving challenging problems through a positive, collaborative approach.
- High fluency level in written and oral communication.
- Demonstrated initiative and skills in the following areas: relationship and community building, teacher as leaders, professional learning community model, effective communication, conflict resolution, creativity, problem solving, decision making and time management.

TRAINING AND EXPERIENCE:

B.A. or B.S in Elementary Education.

Licensure – Provisional or Professional Elementary Teaching License

Teaching experience in a public and/or private setting within Intermediate grade levels preferred

APPLICATION PROCESS:

Send cover letter of interest, resume, and three references or letters of recommendation to Assistant Principal, Bess Kuzma at bkuzma@flagstaffacademy.org or US Mail to Bess Kuzma, 2040 Miller Drive, Longmont, Colorado 80501.