
Job Description

Title

Primary Teacher – Grades 5- 6

School Mission

To see children develop a love for learning through engaging activities, individualized support and time to explore.

Values

All employees of The Learning Well must agree to live their lives in adherence with the mission, core values, Statement of Faith and policies and procedures of the school.

Job Goal

To develop the intellect and faith of the students of The Learning Well through excellent instruction focused on student learning in a developmentally appropriate manner.

Duties

The Primary Teacher will work under the supervision of the Director of Education to provide direct instruction for approximately 16 students in a multi-age learning community. Specifically, the Primary Teacher will be primarily engaged with our fifth and sixth grade learners.

The Primary Teacher is responsible for planning and executing learning activities for intermediate elementary students. This includes planning and instruction in literacy, mathematics, social/emotional skills, social studies, science/project-based learning, and the arts. The Primary Teacher will use assessment tools to determine each individual student's current level in reading, mathematics, writing and spelling, set goals for future learning, and plan activities to support those goals. The Primary Teacher will maintain a safe, nurturing, and organized environment which supports students' individual learning, collaboration, and choice.

The Primary Teacher will uphold and enhance the mission and vision of The Learning Well, including modeling Christian values and promoting a Christian worldview in the classroom.

The Primary Teacher is expected to establish and maintain appropriate relationships with students, parents, staff, Board and community members by communicating in a tactful, courteous and confidential manner. Communication with the Director of Education is critical as they work together in academic planning. S/he will engage parents and guardians in the education of their children. The Primary Teacher will maintain a professional appearance and will demonstrate behavior that is conscientious and responsible. S/he will not engage in discriminatory practices on any basis, including race, origin, gender, socio-economic status, disability, religion, or political beliefs.

The Primary Teacher will meet with the parents/guardians of the children under his/her academic care two times per year on a scheduled basis during academic conferences. At the conferences, the Primary

Teacher will report assessment results and observations of the child in a tactful and positive manner, will work with the parents to set future goals, and will answer questions with competency and professionalism. The Primary Teacher will prepare a written narrative assessment for each student to review with parents at spring conferences.

The Primary Teacher will demonstrate a commitment to continuous professional growth and work with the Director of Education to formulate and complete professional development plans.

Skills, Education and Competencies

- Bachelors or Masters degree in elementary education, early childhood education and/or related field
- A valid Early Childhood Education Certificate (Birth to Age 8 or Grade 3) OR Elementary K-8 Certificate is preferred.
- Has knowledge and application of appropriate teaching strategies and methods.
- Has knowledge and application of The Learning Well policies and procedures.
- Student-centered teaching style focused on student exploration and engagement as part of the learning process.
- High sense of professionalism.

Other Requirements

- Must be able to pass an initial fingerprint and background clearance check and maintain a valid fingerprint clearance card at all times when in the classroom.
- Must hold a current responder card for First Aid and CPR.
- May be required to lift and carry heavy, bulky supplies and materials weighing up to 20 pounds.
- May be required to work outside normal working hours.

Schedule

The Primary Teacher will be onsite by 8:15am and be prepared and ready for the school day of 8:30 – 2:45 Monday – Thursday for each school day in our academic calendar. There are approximately 140 school days and three conference days.

Some prep time will be built into the school day. An additional 1.5 hours of prep time is built into the salary offer, but the Primary Teacher is expected to prepare as needed to achieve the objectives stated in this job description. There will be bi-weekly staff meetings during the school year along with 14 other scheduled days for classroom work, training, conferences, and conference prep throughout the school year. An academic calendar with in-school days is attached.

Compensation Package

- Salary - \$34,612.00
 - Payable in monthly installments, September – August
 - Paid on the 5th of the month following work (e.g. October 5th for September)
- Benefits
 - Tuition stipend of \$5,768
 - 3 days paid personal leave per academic year
 - \$500 retention bonus payable September 5th of each new school year