

JOB POSTING

JOB TITLE: Teacher – General Science
DEPARTMENT: Middle School
POSTING DATE: January 26, 2017
EXPIRATION DATE: February 2, 2017
START DATE OF POSITION: Immediately

ESSENTIAL DUTIES AND RESPONSIBILITIES (other duties may be assigned)

- Teach District approved curriculum
- Create a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students
- Use of data effectively to enhance the achievement of students
- Develop lesson plans and instructional material and provide individualized and small group instruction to adapt the curriculum to the needs of each student
- Translate lesson plans into developmentally appropriate learning experiences
- Communicate regularly with parents outside normal classroom day by means of newsletters, notes, phone calls, email, etc.
- Establish and maintain standards of student behavior to achieve an effective learning atmosphere
- Instruct pupils in citizenship and basic subject matter specified in state law and administrative regulations and procedures of the school district
- Guide the learning process toward the achievement of curriculum goals
- Assist the administration in implementing all policies and rules governing student life and conduct; including classroom rules, behavior and procedure
- Assess the accomplishments of students on a regular basis and provide progress reports as required
- Diagnose the learning disabilities of students on a regular basis, seeking the assistance of district specialists as required
- Maintain accurate, complete and correct records as required by law, district policy, and administrative regulations

SUPERVISORY RESPONSIBILITIES

Students, Student Aides and Parent helpers

EDUCATION AND EXPERIENCE

BA degree in area of major study; Master's Degree a plus
Valid Michigan Teaching Certificate
Highly Qualified Certification
ESL Endorsement preferred

Please send resume and cover letter to:

Charter School Services of Michigan, Inc.
196 Cesar E. Chavez
Pontiac, MI 48342
larsenp@pontiacacademy.org