

## **AMERICAN NICARAGUAN SCHOOL**

### **JOB DESCRIPTION: SECONDARY (6-12) CLASSROOM TEACHER**

#### **QUALIFICATIONS:**

1. College degree with teaching emphasis or completion of teacher preparation program
2. Teacher professional certification; North American Certification preferred
3. Teaching experience in Grades 6-12; experience in North American accredited schools preferred
4. Professional commitment to becoming a "Master Teacher"

**REPORTS TO:** Secondary School Principal

**INTERFACES WITH:** Students, colleagues, parents, support staff and administrators

**SUPERVISES:** Students and Student Activities

**JOB GOAL:** To ensure that each student achieves academic success, develops critical thinking skills, and becomes an ethical individual capable to realizing leadership potential by making meaningful contributions to society. This goal will be accomplished through the offering of an enriched college-preparatory U.S. curriculum taught by a highly qualified faculty committed to motivating students and working in partnership with parents

#### **PERFORMANCE RESPONSIBILITIES (Toward Becoming the Master Teacher):**

1. To display a wide variety of teaching strategies that meet individual student needs and abilities:
  - a) Effectively meets the learning needs of students, ESL students and those who are gifted and talented;
  - b) Skillfully uses verbal and non-verbal communications;
  - c) Previews and communicates learning objectives to students in a clear, logical and sequential manner

2. To display evidence of superior preparation for classroom instruction:
  - a) Uses appropriate examples and illustrations to motivate the abilities and interests of ALL students;
  - b) Creates and utilizes appropriate materials for instructional purposes;
  - c) Assesses and adjusts the classroom setting to provide for a variety of learning styles;
  - d) Draws from a variety of instructional resources to enhance lessons; instruction and content is not driven by the basal of a textbook
3. To display competence and confidence in using media and technology:
  - a) Effectively uses computer instruction for both self and students in order to integrate and enhance classroom lessons;
  - b) Seeks ongoing professional development opportunities
4. To plan and implement strategies that encourage student self-discipline, reinforce appropriate behavior, manage disruptive behavior constructively and allows for grouping of students in the most efficient way to support learning objectives:
  - a) Skillful in keeping students on the learning task;
  - b) Adaptive, flexible and creative in situations that are caused by a variety of individual student needs
5. To bring out the best in students by continually monitoring their work:
  - a) Returns tests promptly, gives written comments and provides group and individual feedback on all assignments;
  - b) Provides specific evaluative feedback with reinforcement and encouragement
6. To motivate students to achieve beyond previous performance levels
7. To set high expectation standards that are appropriate for each student's ability level

8. To model and encourage multiple cultural awareness and understanding
9. To recognize the need for appropriate classroom humor
10. To display the ability to create and maintain enthusiasm for the love of learning
11. To demonstrate a sincere love for students and seek to celebrate their accomplishments
12. To provide leadership in curriculum and instructional development:
  - a) Serves as a role model, takes advantage of opportunities to learn from others and keep abreast of developments related to teaching;
  - b) Promotes good working relationships with others through active leadership and sharing of ideas, materials and experiences
13. To promote good rapport with students, staff, parents and community:
  - a) Respects the confidentiality of student and staff concerns;
  - b) Keeps parents informed of their children's progress
14. To establish long-range goals, instructional objectives and methods relevant to the objectives
15. To clearly understand and model professionalism
16. To work cooperatively with colleagues in order to connect learning across subject disciplines
17. To demonstrate accurate and up-to-date knowledge of curriculum and subject matter
18. To maintain superior work attendance

19. To cooperatively adhere to Board policies and implementing regulations
20. To recognize the importance of the after-school activities program and assume responsibilities in that program
21. To be self-motivated and assume responsibility willingly
22. To be willing to expend effort and energy beyond the typical School day

**TERMS OF EMPLOYMENT:**

Contracts will state a year-based contract with salary placement determined by the Director General based on earned degrees, certification and up to a maximum credit of ten years of full-time school based teaching experience

**PERFORMANCE EVALUATION:**

Job performance will be evaluated by the Secondary Principal, or assigned supervisor, in accordance with this job description, Board policy and established school regulations