



## **La Fe Preparatory School Elementary & Middle School Classroom Teacher- Bilingual Certified- Job Description**

The teacher's main role is to facilitate the learning of every student by creating a nurturing and stimulating learning environment in which every child is expected to reach their own academic potential.

### Qualifications/Skills:

- Generalist EC-8 with Bilingual Certification
- Dedicated to the vision of the parent organization, Centro de Salud Familiar La Fe, Inc. with an understanding of the history and culture of the Segundo Barrio.
- Fluent in English.
- Capable of instructing students in a supportive manner that addresses multiple learning styles.
- Strong classroom management skills.
- Able to work cooperatively with supervisors, colleagues, parents, and students.

### Responsibilities:

- Schedule:
  - Monday-Friday 7:20am-3:20pm
  - One Saturday a month 9am-12pm
  - One evening a month for Family Night--7:00pm
  - Three week summer program
- Design and compose thematic units that are aligned with TEKS scope and sequence.
- Conceive and implement lesson plans that follow the thematic units and scope and sequence of the charter school.
- Collaborate with co-teacher on daily lesson plans, teaching strategies, and student performance.
- Collaborate with Special Education Specialist on Individual Education Plans to ensure all students' special needs are met.
- Collaborate with Arts Facilitator to incorporate Fine Arts into daily lesson plans.
- Demonstrate flexibility in teaching methods to address multiple learning styles and intelligences.
- Adjust pace and provide individual attention for students based on student assessments.

- Create opportunities for experiential learning.
- Utilize technology programs to enhance comprehension of technology, basic academic skills, and problem solving.
- Manage behavior in a fair, respectful manner, following the guidelines set forth in the Student Handbook.
- Perform student assessments at the beginning and end of each school year.
- Analyze student assessments and work collaboratively with co-teacher, parents, and students to improve problematic areas.
- Document student performance, lesson plans, activities, and parent interactions.
- Willing to participate in extracurricular activities if necessary.
- Participate in home visits, family dinners, parental training, and parent conferences.
- Organize/decorate classroom in a welcoming manner that is conducive to learning, comfort, and group interaction.
- Participate in the selection of books, equipment, materials, and professional development opportunities.
- Strengthen job skills through professional development opportunities and participate in professional learning community with other teachers and staff at school.
- Follow and abide by state, federal, and charter regulations.
- Ability to perform essential job functions with or without reasonable accommodations.
- Perform other duties as assigned.