



POSITION TITLE: ELA CLASSROOM TEACHER – MIDDLE SCHOOL

SUPERVISOR: PRINCIPAL

HOURS/STATUS: Monday-Friday / 8:00 a.m.-4:00 p.m. / 10-month Exempt

PRIMARY DESCRIPTOR: As a Middle School ELA teacher, your role is to inspire your students to be enthusiastic, confident, and skillful readers and writers. Nothing is more important for their future academic and career success than their abilities and confidence in the English language. Through your instruction, students will become fluent readers, confident writers and compelling speakers. Rigorous academic discussion will be a key feature of your classroom, with students internalizing the habits of discussion needed for success in college and life. Teachers must plan thoroughly, assess rigorously and make intelligent use of data to focus their instruction. In the classroom, you must be willing to lead and inspire your students, sharing your passion for the subject and maintaining high academic and behavioral expectations. You are responsible for the progress made by your students, ensuring that they can work confidently with texts at or above grade level. This position supports the mission of UCCS and works to achieve the goals described in the charter.

ESSENTIAL RESPONSIBILITIES:

- Plan and prepare lessons with clear and ambitious learning objectives aligned to NYS Next Gen ELA Standards
- Ensure that students are working with grade level appropriate text and maximizing the time students spend reading daily
- Provide frequent actionable feedback to students; adapt instruction either to respond to errors and misunderstandings or to raise the bar
- Ensure that 100% of students are engaged in learning; make skilled use of questioning and academic discussion to challenge students' thinking and increase rigor
- Provide daily writing opportunities and instruction to develop student thinking and enhance their skill and stamina in writing
- Explicit planning and monitoring to build student vocabulary range by at least 400 words per year
- Analyze data from assessments to ensure that instruction is focused on what students most need to learn and practice
- Establish and maintain a welcoming and respectful classroom environment with a strong sense of collective responsibility

- Establish effective classroom routines that maximize learning time in each class
- Actively build positive, supportive relationships with all students
- Support and use the school culture expectations and routines established by the Leadership and Student Success teams
- Collaborate with Special Education, ELL, RTI, Speech and Language and other teaching specialists to appropriately support students with an Individual Education Plan (IEP) or 504 plan
- Run an effective Homeroom, take accurate attendance and supporting the social and emotional development of students
- Maintaining accurate and complete records of student progress and achievement and using these to create accurate quarterly grade report cards and other academic reports
- Liaise with families and the wider UCCS community; in particular, reaching out to parents systematically to discuss student progress
- Participating in grade level team meetings; subject meetings and whole school meetings
- Make full use of all professional learning opportunities provided by the school; implement with fidelity the instructional methods and programs adopted by the school
- Effectively communicate with and utilize the support of staff that work within the UCCS building

ADDITIONAL RESPONSIBILITIES:

- Accomplish all other duties and tasks as appropriately assigned or requested by school leadership
- Maintain appropriate certification
- Ability to implement technology into daily lessons

KNOWLEDGE, SKILLS & ABILITIES:

- Outstanding subject knowledge and passion for teaching
- Demonstrated ability to work collaboratively with other adults
- Excellent verbal and written communication skills
- Ability to show care and compassion for others
- Effective conflict management and problem resolution skills
- Skillful organization and time management skills
- Values and promotes diversity
- Compassionate attitude and strong understanding of child development
- Nurturing teaching approach

EDUCATION, EXPERIENCE & CERTIFICATION:

- New York State Initial, Provisional or Permanent Certification in Middle Childhood English Language Arts or specific content area for English, preferred
- NYS Fingerprint Clearance

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; stand, walk, use hands to handle or feel objects, tools or controls; and reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The noise level in the work environment is usually moderate.

I can, with or without reasonable accommodation(s), perform the essential functions of this position:

Employee Signature Date

DATE CREATED/REVISED: April 2020