

Date/Time

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| Job Title: | High School ELA Teacher | Job Category: | Faculty |
| Location: | CGLA 1802 Bailey Avenue Chattanooga, TN 37404 | Reports To: | Principal |
| Job Type: | Full Time | Work Hours: | TBD |

JOB DESCRIPTION

RESPONSIBILITIES

- o Curriculum development and instruction
- o Build a safe and productive classroom culture
- o Effectively implement delivery of lessons and adhere to the daily schedule
- o Maintain attendance, progress, behavior, safety, and evaluation records for all students
- o Provide students with daily feedback and plan for individual learning needs
- o Establish and maintain good communication with parents through weekly notes, telephone contacts, email, etc.
- o Adhere to all school policies, procedures, and guidelines
- o Other duties as assigned

COMMITMENT TO SCHOOL AND CLASSROOM CULTURE

- o Work collaboratively with your grade level team
- o Help develop school-wide culture that best fits the needs of our students, teachers, and families
- o Attend and participate in all faculty, personal development, and team meetings
- o Communicate openly with faculty and staff
- o Develop positive rapport with students
- o Create and foster a positive and calm learning environment

GROWTH MINDSET

- o Pursue challenging professional goals each year
- o Willingness to offer support and receive constructive feedback from colleagues in order to create a professional working atmosphere that is conducive to change and improvement
- o Participate in school-wide and individual professional development, including pre-service training over the summer and weekly during the academic year

QUALIFICATIONS

- o Bachelor's degree
- o Valid Tennessee teaching license with appropriate endorsement(s)
- o Pass a criminal background check
- o CPR/First Aid Certification

KNOWLEDGE/SKILLS/ABILITIES

- o Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members
- o Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills
- o Committed to high academic achievement and high expectations for all students
- o Maintain high personal standards and integrity
- o Able to be a positive team-player and communicate effectively with colleagues, supervisors, students, and families

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| Printed Name: | | Date: |
| Signature: | | |