



# LAKE HAVASU UNIFIED SCHOOL DISTRICT #1

## HR DEPARTMENT

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<b>Position Title:</b>	5 <sup>th</sup> Grade Teacher in Elementary Classical Academy	<b>Location:</b>	Classical Academy
<b>Reports To:</b>	Principal	<b>Supervises:</b>	None
<b>Classification:</b>	Certified	<b>Status:</b>	Full-time
<b>FLSA Status:</b>	Exempt	<b>Benefit Eligible:</b>	Yes
<b>Work Year:</b>	188 days / 10 months	<b>Salary:</b>	See <a href="http://lhusd.org">lhusd.org</a> website

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### Qualifications

- Bachelor's degree with valid appropriate Arizona Teacher Certificate
- Knowledge of subject matter being taught
- IVP fingerprint clearance card through AZ Department of Public Safety

### Function

#### PROFESSIONAL RESPONSIBILITIES

- The teacher will be responsible for developing a love of learning in the students while incorporating a Classical Curriculum based upon the Core Knowledge Foundation and Hillsdale College scope and sequence.
- Solicits and eagerly receives feedback from supervisor and team members to improve professional skills
- Maintains regular communication with families, and works collaboratively with them to design learning both at home and at school, and to encourage a home life conducive to learning success
- Conveys to students and parents the critical attributes and advantages of classical education
- Collaborates with other teachers, tutors, assistant teacher(s) and lab monitor(s) to analyze student data, group students, teach and assign interventions
- Performs special projects, during and after school hours, and other duties as assigned (after school hours may include, but are not limited to, tutoring, morning and afternoon student drop-off and pick-up duty, pageants and award ceremonies)
- Participates in professional development opportunities at school

### Responsibilities, Requirements/Curriculum, and Instruction

#### CRITICAL DISPOSITIONS

- Passion for students
- Passion for and strong knowledge of the instructional academic content
- Ability to model virtue, and teach virtue through the curriculum
- Understanding of and passion for classical education
- Ability to learn and implement classical teaching curricula and methods

#### PLANNING and PREPARATION

- Sets high expectations of achievement that are ambitious and measurable for students
- Plans backward to align all lessons, activities, and assessments
- Reflects deep content knowledge in the creation of lessons in Reading, Grammar, Mathematics, using a Historical perspective
- Integrates History, Science, Visual Arts and Music as the context for teaching the Classical Curriculum
- Prepares effective lessons, instruct, and motivate students in all course study utilizing classical traditional methods of instruction
- Adapts to demanding expectations

#### INSTRUCTION

- Inspires, praises, and corrects students with consistency, care, and interest to encourage academic success and promote virtue
- Inspires student success through facilitation of active engagement and depth of learning through the use of Socratic method
- Incorporates the classical emphasis on core knowledge, civic and cultural literacy, and moral virtue
- Reflects on and utilizes formative and summative data to make informed decisions



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- Identifies and addresses individual students' social, emotional, and behavioral learning needs and barriers
- Identifies and addresses individual students' development of organizational and time-management skills
- Invests students in their learning using a variety of influence techniques
- Incorporates small-group and individual instruction to personalize and tailor instruction to individual needs
- Communicates with students and keep them informed of their progress
- Provides academic interventions for struggling students

### STAFF PERSONNEL

- MEETINGS: attend staff meetings and district in-service programs
- COMMITTEES: serve on committees as requested
- SCHOOL ACTIVITIES: be responsible for discharging instructional and non-instructional school-related activities
- SUPERVISION & EVALUATION: supervise, evaluate, and provide work assignments to assigned educational assistants and/or student teachers
- TEAM MEMBER: be responsible for own involvement as contributing member involving group decision making and the development of a positive, cooperative building environment

### STUDENT PERSONNEL

- EVALUATION: evaluate and provide individual student progress on regular basis and keep requisite records; justify promotions, retentions, and special program recommendation
- HEALTH & WELFARE: identify and refer unusual student behavior to appropriate specialists; report to the nurse any injury or illness to a student or self
- DISCIPLINE: be responsible for modeling virtue and classical program expectations while enforcing building approved discipline plan
- SUPERVISION: be responsible for the supervision of students at all times

### OPERATION

- POLICIES & REGULATIONS: know and observe Board policies and regulations
- PUPIL ATTENDANCE & TARDINESS: keep records of pupil attendance
- TEACHER ABSENCE: advise administration in accordance with district policy
- BOOKS & SUPPLIES: account for school and district property, as required
- PHYSICAL PLANT: advise administration immediately of needed repairs, replacements and/or unsafe building conditions
- COMPLETION OF DAILY DUTIES: remain in school after dismissal of students, as necessary to complete daily duties, attend meetings, hold parent conferences, etc.
- EMERGENCY PROCEDURES: follow school regulations regarding emergency procedures
- ATTENDANCE: report to work daily at times assigned and remain on thru time prescribed in district policy

### FINANCE/BUSINESS MANAGEMENT

- RECOMMENDATIONS: responsible for submitting and justifying recommendations to Building Principal or designee

### SCHOOL/COMMUNITY RELATIONS

- PARENT CONFERENCES: meet with parents as required to advise them concerning student needs and progress
- INTERPRETATION: interpret school policies and programs to students and parents

### OTHER

- HEALTH: responsible for performing those duties which protect the health and safety of students and employees.
- OTHER DUTIES: responsible for performing other job-related duties as assigned by the Building Principal

### CLASSROOM ENVIRONMENT

- Holds students accountable for high expectations of behavior and engagement that are ambitious and measurable
- Creates physical classroom environments conducive to collaborative and individual learning in a classical classroom
- Establishes a culture of respect, enthusiasm, and rapport
- Builds proactive relationships based on character and virtue
- Values characteristics of all populations and demonstrate ability to create an inclusive learning community



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### **Physical Demands and Work Environment**

- Physical Effort
- Repetitive motion and eye strain through extensive utilization of computer hardware and software
- May require lifting materials and supplies weighing up to 25 pounds

### **Other Information**

- Must be able to pass a fingerprint and background check

### **EEOC**

*Lake Havasu Unified School District provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetic information, veteran status, or any other characteristic protected by federal, state or local laws.*

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This job description is intended to accurately reflect the position activities and requirements. Administrators and supervisors reserve the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position.