



5th GRADE TEACHER

JOB DESCRIPTION | MARCH 16, 2018

OVERVIEW

SF City Impact is a non-profit organization that exists to intervene on behalf of the people in the inner city of San Francisco. SF City Academy's mission is to empower urban children and release them to excel academically, physically, spiritually, and socially. We believe students should have a solid foundation in both academic and character development to succeed in life. Our goal is to ensure that students succeed.

ROLE SUMMARY

Our private school is seeking an enthusiastic individual that can create a warm and welcoming educational environment for our students. This role involves fostering the academic, physical, spiritual and social development of the students through strong communication skills and a creative teaching approach.

SPECIFIC DUTIES AND RESPONSIBILITIES

- Develop and maintain a classroom environment conducive to effective learning
- Work with other teachers and administrator to address and resolve student issues
- Manage student behavior in accordance with Biblical principles and student handbook
- Prepare lessons that reflect accommodations for differences in student learning styles
- Create student intervention plans when necessary for students with additional needs
- Record accurate and detailed documentation of student achievement and progress
- Participate in weekly faculty meetings and serve on staff committees as required
- Attend educational conferences and training workshops for professional development
- Plan and supervise assignments for teacher aides and volunteers
- Maintain regular communication with students and parents for academic/behavioral progress
- Conduct ongoing assessment of student progress through formal and informal testing
- Abide by all state and federal mandates in reporting sexual or physical abuse and neglect
- Uphold the school's student management policies such as attendance, dress code, etc.
- Participate in student recruiting sessions and other efforts requiring teacher representation
- Complete all grading, progress reports, and conduct parent conferences in a timely manner
- Assist in student events such as Orientation, Back to School BBQ, Talent Show, etc.

QUALIFICATIONS

- Agreement with the statement of faith and core values of SF City Academy
- Excellent communication, presentation and interpersonal skills
- Must pass a fingerprint and background check
- Bachelor's degree from accredited university and 1-3 years teaching experience

SCHEDULE

Monday-Friday, and available to assist with weekend outreaches

HOURS

40 hours per week
Exempt

REPORTS TO

Administrator

WORKS WITH

SFCA staff students and family, SFCA leadership and board