

WILLOW OAK MONTESSORI: A PUBLIC CHARTER SCHOOL

JOB DESCRIPTION: SPANISH TEACHER

Description:

Willow Oak Montessori is a collaborative community of professionals passionate about engaging every child in an inspirational and individualized learning journey. The Spanish Teacher will be an important member of our team, helping our students to expand their view of the world and develop an appreciation for other cultures. The Spanish Teacher will help develop and implement a course of study approved by school administration to teach students to communicate in and understand the Spanish language. S/he will provide both direct instruction to students and will partner with classroom teachers to incorporate Spanish language materials and activities into the prepared classroom environments. The Spanish Teacher will demonstrate an enthusiasm and passion for teaching the Spanish language and related cultures to all students.

Classification: Instructional

Contract Type: Full-time (30 hours)

Contract Term: 10 months

Position Reports To: Head of School

Requirements:

- Bachelor's Degree from an accredited college or university
- Understanding of and appreciation for the Montessori philosophy

Preferred:

- Valid NC K-12 Spanish teaching license
- Valid Montessori certificate from a MACTE-accredited training program
- Experience with Spanish language instruction to elementary and/or middle school children.

Responsibilities:

Instruction

- Teach basic skills in the Spanish language to students utilizing a course of study approved by school administration.
- Partner with classroom teachers to integrate Spanish activities and materials into the prepared classroom environments.
- Promote an understanding of and appreciation for the cultures of the many countries where the Spanish language is spoken.
- Adapt the Spanish curriculum to the needs of students with varying abilities and learning styles.
- Evaluate student progress in oral comprehension, speaking, reading, and writing the Spanish language in relation to the skills being taught in the classroom.
- Maintain classroom management practices established by the classroom teachers.

- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities throughout the school day.
- Attend faculty meetings and perform other tasks/responsibilities that may be assigned by the Head of School.

Parent Relations

- Establish effective working relationships with students, families, and the community.
- Maintain regular communication with parents through email, newsletters, and phone calls, as needed.
- Respond to communications from parents within 24 hours.
- Participate in parent education events, as requested by the Head of School.

Professionalism

- Maintain a professional attitude toward students, parents, faculty, and the community at all times.
- Strive to be a desirable example for students in attitude, action, speech, and dress.
- Maintain confidentiality regarding all children, families, faculty, and the school as stated in the Willow Oak Montessori Confidentiality Agreement.
- Comply with all policies and procedures included in the Personnel Handbook, Student Handbook, and any other policies and procedures that may be adopted by the Willow Oak Montessori Charter School Board of Directors.
- Abide by the American Montessori Society Code of Ethics and the Code of Ethics for North Carolina Educators.
- Engage in a continuing education program of study.