

## **MARCELLUS COMMUNITY SCHOOLS**

### **NOTICE OF JOB OPENING**

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#### **POSITION: FULL TIME SECONDARY ENGLISH TEACHER**

**REPORTS TO: BUILDING PRINCIPAL**

#### **QUALIFICATIONS:**

- Possess a valid Michigan Secondary Teaching Certificate with English endorsement (BA 6-12)
- Knowledge of Michigan English Language Arts standards
- Experience with PowerSchool (preferable)
- Proficient in Google applications

#### **ESSENTIAL DUTIES, RESPONSIBILITIES AND PROFESSIONAL EXPECTATIONS:**

- Actively instruct students in a variety of secondary English classes
- Daily, integrate reading and writing into each class
- Understand and apply effective strategies for intervention and differentiation in the classroom
- Embed opportunities for critical-thinking, communication, collaboration, and creativity, as well as use of technology and digital media, into lessons and unit plans
- Establish and maintain a classroom atmosphere conducive to teaching and learning
- Evaluate student progress via summative assessments, research projects, essays, etc. and provide appropriate, timely feedback to students regarding their work
- Provide students with the necessary resources and materials to support active learning and improve English achievement
- Use formative assessments daily to encourage individual student improvement and to drive instruction
- Analyze formal and informal data and provide informal reports regarding student achievement and instruction
- Follow all Individualized Education Plans (IEP's) and 504 Plans
- Develop positive, appropriate, and healthy relationships with students
- Utilize district provided instructional materials aligned to content standards
- Communicate regularly with parents, colleagues and students regarding progress or lack thereof
- Work collaboratively with colleagues and administration to create, promote and improve English Language Arts achievement
- Engage in staff and professional development to build on both personal and school wide strengths and areas of growth to promote the school's vision, mission, and values
- Attend school/community events during and after school
- Effectively implement School Board and school-based policies and procedures
- Perform other duties as assigned by principal

**SKILLS AND KNOWLEDGE:**

- Effective communicator with strong oral and written skills
- Knowledge and demonstration of using innovative skills in instruction (analytical thinking, problem solving, communicating, collaborating, and finding and evaluating information)
- Possess a clear and effective pedagogy that embodies the belief that instruction must be engaging, relevant, rigorous, and provide real world opportunities for scholars to live their learning
- Ability to maintain strong classroom management and hold students accountable for upholding school rules and classroom expectations
- Be an active participant in a supportive professional community that fosters respect, trust, risk taking, open-mindedness, flexibility, collaboration, and continuous improvement
- Mastery of and enthusiasm for academic subjects and possess expectations for high achievement in the classroom
- Knowledge and experience using technology for communication, data analysis, gathering and organizing information for instruction and presentations
- Evidence of self-motivation and willingness to be a team player
- Working knowledge of proactive communication with colleagues about student needs to ensure integrated support
- Maintain confidentiality

**APPLICATION PROCESS:**

Interested and qualified candidates apply to:

Principal, Lynn Wagner

[lynn.wagner@marcelluscs.org](mailto:lynn.wagner@marcelluscs.org)

**APPLICATION DEADLINE:** Until filled