

Job Description

Title:

1st Grade Teacher

Job Objective: To educate students following the school's mission, vision, and curriculum.

Qualifications:

Education:

U.S. or Equivalent Certification
Bachelor's degree
Degree in Early Childhood Education preferred
Masters degree or equivalent preferred
Valid teaching certification/licensure preferred

Experience: At least two years of experience preferably in international settings and experience with the IB PYP.

Knowledge & Skills: Innovative Mindset,
Collaborative, Flexible, Exhibits the Characteristics of
the IB Learner Profile

Employment Arrangements:

Professional Staff - Teacher Salary Schedule

Supervised by:

Elementary School Principal

Major Areas of Responsibility

Student Relations:

- Provide individual and group counseling to students as needed.
- Consult with parents, teachers, and administration as needed.
- Coordinate the admission of new students by meeting with new Elementary School families, interviewing and testing new Elementary School students, and in collaboration with the Elementary Principal placing new students in classrooms.
- Administer placement tests or procedures for prospective Early Childhood students in accordance with school policy.
- Consult with local specialists to serve the needs of students.

"Preparing students to become stewards of a just and sustainable world."

Relationships and Communication:

- Promote approaches at school level that value linguistic, religious, cultural, and ethnic diversity
- Establish trust and rapport with a diverse group of students, parents, and educators.
- Communicate directly and collaboratively with families and teachers about student goals and progress.
- Partner effectively with ES colleagues and administration to meet the needs of all students.
- Maintain up-to-date and accurate records of student progress, attendance, and classroom resources.
- Engage parents and students in the learning process through frequent and meaningful communication about student progress.
- Interact cooperatively with other staff members in the development of cohesive curriculum materials and the establishment of instructional goals.

Assessment:

- Regularly assess student learning to provide positive, timely, descriptive feedback in support of growth and achievement.
- Collect and analyze data; participate in data informed conversations and decision making.
- Continuously monitor student learning and make appropriate modifications of goals and strategies to meet students' needs.

Environment

- Watch closely for students who are struggling with emotional problems, learning disabilities or situations at home, and help them find the resources they need.
- Provide a classroom environment that is conducive to learning.
- Effectively manage each group of students while providing for a variety of learning styles, ability levels, and educational/linguistic background.
- Utilize the environment as a 'third teacher'.

Professional Responsibilities

- Demonstrate commitment to personal continuous professional growth and development.
- Engage with students in meaningful activities beyond the classroom which extend learning experiences for students (coaching, organizing field trips, sponsorship of clubs, events, or community service projects, etc.)
- Abide by all school policies and procedures.
- Act as a positive role model for students.
- Undertake any other duties within the department as directed by the Principal.

AISD adopted a **Child Protection Policy** on November 17, 2015, and is committed to the protection of all children and young people from harm. We require all applicants to undergo stringent selection and screening processes before being allowed to work with children.

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