



**M O L A L L A**  
R I V E R A C A D E M Y

**MOLALLA RIVER ACADEMY**  
**5th Grade Teacher Job**  
**Description**

<b>Job Title:</b>	Long Term Sub Licensed Teacher
<b>Schedule:</b>	Monday-Friday 7:30AM – 4:00PM
<b>Contract:</b>	
<b>Vacations:</b>	As listed in approved school calendar
<b>Reports To:</b>	Executive Director
<b>General Description:</b>	MRA is an arts and science K-8 charter school that provides students with an exceptional and unique educational experience. MRA offers specialized teaching utilizing thematic curriculum and project-based learning with high standards for academic achievement. Applicants must have a current Oregon Teaching Certificate and must be highly qualified to teach Elementary Students.
<b>Duties and Responsibilities</b>	
<b>Planning and Learning:</b>	
<ul style="list-style-type: none"> <li>● Design culturally responsive lesson plans, aligned to state standards and thematic units.</li> <li>● Define goals, objectives and assessment strategies for unit and daily plans.</li> <li>● Sequence content and activities appropriately.</li> <li>● Plan for differentiated activities to meet the needs of all learners.</li> <li>● Develop effective classroom routines and structures to maximize learning.</li> </ul>	
<b>Classroom Management:</b>	
<ul style="list-style-type: none"> <li>● Teach and reinforce school-wide expectations: We take care of ourselves; We take care of our spaces; We take care of our materials.</li> <li>● Develop or select instructional activities that foster student engagement and encourage students to engage in their learning.</li> <li>● Utilize growth mindset language to create a classroom environment that is challenging and attainable.</li> <li>● Foster student responsibility, appropriate social behavior, integrity, valuing of diversity, and respect for self and others.</li> </ul>	
<b>Delivery of Instruction:</b>	
<ul style="list-style-type: none"> <li>● Present material clearly and explicitly, utilizing exemplars, vivid and appropriate language.</li> <li>● Successfully reach all students by differentiating, scaffolding and using peer and/or adult helpers.</li> <li>● Regularly involve students in engaging activities and discussions in which they are active learners and problem solvers.</li> <li>● Use highly effective strategies, questions, materials, technology and groupings to boost the learning of all students.</li> <li>● Adapt lessons and units to exploit teachable moments and correct misunderstandings.</li> <li>● Consistently have students summarize and internalize what they learn and apply it to real life situations.</li> </ul>	

**Monitoring, Assessment and Follow Up:**

- Post and review clear criteria for proficient work, including rubrics/exemplars and ensures students understand expectations.
- Give well-constructed diagnostic assessments and uses the information to guide instruction and/or interventions.
- Check for understanding through a variety of methods; immediately addresses confusion or misunderstandings.
- Have students set ambitious goals, continuously self-assess, and take responsibility for improving performance.
- Relentlessly follow up with struggling students, with personal attention, so they all reach proficiency.
- Work with colleagues to analyze student data to draw actionable conclusions and leverage student growth.
- Work with colleagues to reflect on what worked and what didn't and continuously strives to improve instruction.

**Family and Community Outreach:**

- Demonstrate sensitivity and respect for family and community culture, values, and beliefs.
- Show parents an in-depth knowledge of their child and a strong belief they will meet or exceed standards.
- Make sure parents hear positive news about their child first, and immediately flags any problems.
- If assigned, homework is highly engaging and prompt feedback is provided.
- Deal immediately with parent concerns and make parents feel welcome any time.
- Use student-led conferences, correspondence, report cards and informal conversations to provide parents with helpful feedback on their child's progress.

**Professional Responsibilities:**

- Have perfect or near perfect attendance; complete necessary absence leave request form in timely manner or promptly notifies the office when an unplanned absence will occur.
- When communicating with parents or stakeholders, speak, and write correctly and succinctly.
- Present as a consummate professional and observe appropriate boundaries.
- Collaborate regularly with teaching partners and special teachers to ensure alignment of curricular goals.
- Is ethical, honest, and forthright, uses impeccable judgment, and confidentiality.
- Is an important part of the MRA community; promotes and encourages positive staff and school culture and climate.

**By signing this document, I acknowledge that I have read and received a copy of the responsibilities expected of me as a licensed teacher at Molalla River Academy.**

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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