



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 Long Term Sub
 Job Description**

Job Title:	Long Term Sub Licensed Teacher
Schedule:	Monday-Friday 7:30AM – 4:00PM
Contract:	5 months
Vacations:	As listed in approved school calendar
Reports To:	Executive Director
General Description:	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.
Duties and Responsibilities	
Planning and Learning:	
<ul style="list-style-type: none"> ● Design culturally responsive lesson plans, aligned to state standards and thematic units. ● Define goals, objectives and assessment strategies for unit and daily plans. ● Sequence content and activities appropriately. ● Plan for differentiated activities to meet the needs of all learners. ● Develop effective classroom routines and structures to maximize learning. 	
Classroom Management:	
<ul style="list-style-type: none"> ● Teach and reinforce school-wide expectations: We take care of ourselves; We take care of our spaces; We take care of our materials. ● Develop or select instructional activities that foster student engagement and encourage students to engage in their learning. ● Utilize growth mindset language to create a classroom environment that is challenging and attainable. ● Foster student responsibility, appropriate social behavior, integrity, valuing of diversity, and respect for self and others. 	
Delivery of Instruction:	
<ul style="list-style-type: none"> ● Present material clearly and explicitly, utilizing exemplars, vivid and appropriate language. ● Successfully reach all students by differentiating, scaffolding and using peer and/or adult helpers. ● Regularly involve students in engaging activities and discussions in which they are active learners and problem solvers. ● Use highly effective strategies, questions, materials, technology and groupings to boost the learning of all students. ● Adapt lessons and units to exploit teachable moments and correct misunderstandings. ● Consistently have students summarize and internalize what they learn and apply it to real life situations. 	

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:** _____
