

Job Description: High School Mathematics Teacher

School Background: Guadalupe Centers Charter Schools are a free, open enrollment, public charter schools currently serving students in Pre-K and grades K-12. Guadalupe Centers Charter Schools are part of the Guadalupe Education System (GES) under Guadalupe Centers, Inc., and sponsored by the University of Central Missouri. The vision of GES is to empower students to succeed in college and their chosen professions by providing a rigorous and enriching learning experience that develops highly educated, socially conscious, culturally competent, contributing members of society.

Relationships: Reports to Principal. Works closely with grade level team members, content teams and curriculum teams.

Essential duties and responsibilities: *Other duties may be assigned.*

Main responsibilities:

- Develops, implements, and refines GC High School Math Curriculum in collaboration with peers and administration.
- Communicates regularly, both affirming and adjusting feedback to families about their student's learning and goals.
- Models the school's values in all interactions with students, families, community members, and staff.
- Builds strong relationships and positive rapport with students, families and colleagues.
- Enforces and uphold school community's values, policies, and culture.
- Commits to an extended instructional day, Saturday enrichment classes and professional development opportunities that fall outside of school hours.
- Demonstrate knowledge of grade-level standards, benchmarks, and curriculum as well as proficiency in lesson planning and unit design.
- Designs balanced assessments, uses formative data daily and weekly to drive instructional practices, and provides students with affirming and adjusting feedback on their progress.
- Engages in structured and organic collaboration and communication with colleagues around lesson planning, instructional observations, and student data.
- Performs clerical duties, as required, such as the ordering of instructional supplies, developing student report cards, logging student attendance, etc...
- Actively participates in weekly staff development activities and meetings.
- Attend all meetings with parents and give input concerning the creation of an Individual Education Plan or a 504 Plan

- Ensure implementation of all modifications and accommodations for students with Special Needs (IEP/504)
- Demonstrates a commitment to continuous improvement of professional practice, cultural competence, and ability to meet the specific instructional needs of culturally and linguistically diverse students.

Supervisory responsibilities: Students

Qualification Requirements: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Required:

- Spanish language is helpful.
- Bachelor's degree from a college or university having a teacher education program approved by the Missouri Department of Elementary and Secondary Education;
- Pass Criminal Background Check and Family Care Registry;
- Certified by the state of Missouri or working towards the certification (<http://dese.mo.gov/eq/cert>) to achieve *highly qualified status* .
- Committed to working with under-served students.

Preferred:

- *Highly Qualified Status*: this status requires a bachelor's degree, the appropriate certification for the course/grade level they are teaching, and documentation of content expertise in the area they are teaching.
- Experience in urban school setting (preferred).

Teachers hired by Guadalupe Educational systems who do not currently hold TESOL, ESOL, ESL, or similar credentials are required to work toward that goal within the first three years of employment. GES identifies several avenues through which teachers can fulfill this commitment.

Compensation: Salary is based on years of experience and education levels.

Application Process:

If you are interested in applying send your resume and letter of interest with your educator ID to **opportunities @ guadalupecenters.org** . The application process includes two in-person interviews and teaching a sample lesson. If you would like to learn more about the schools before applying please visit us at <https://www.guadalupecenters.org>

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