

Challenge Preparatory Academy's Job Description for Grade Core Subject and Specialty Teachers

REPORTS TO: School Principal

SUPERVISES: Students

POSITION STATUS: Contracted / Salaried

EVALUATION: Position evaluated by Principal

WORK YEAR: 185 days / 16-20 hours per week Part time
185 days / 40 hours per week Full time



“Where Learning is Experienced”

- We do Learn From Home Fridays (LFHF), every other Friday (part-time teachers are not paid for Learn From Home Fridays, but they do receive stipend if there is professional learning/development on these days.
- Full-time teachers are required to check in with students during this day from their homes unless there is professional learning to attend at school. If a teacher does not check in or attend professional learning, that teacher will not be paid for LFHF.

SALARY SCHEDULE: Based on a valid certificate from any state and expired certificate will be based on provisional salary

Salary:

- Certified Teachers with/current valid certificate: Based on GA Teacher Salary Scale Base Pay
- Non-Certified Teacher, must have 15 concentrate hours in a field, i.e., Science, Math, Literature, History, Business etc.: based on experience (must include salary for each position in your resume)

Objective: Challenge Preparatory Academy Kindergarten, elementary, middle and high school teachers instruct students in basic subjects, such as math, Science/STEAM, Social Studies/History and reading/reading comprehension, writing, grammar and other subjects in order to prepare them for careers and or college.

Approach: Challenge Preparatory Academy teachers help students learn and apply important concepts using our instructional methods: Balanced Literacy, Gradual Release of Responsibility and data driven differentiated instruction. Our approach is to ensure that students “Experience Learning”, therefore teachers will use our HIPE, (hands-on, interactive, performance-based, engaging learning) approach to help students understand abstract concepts, solve problems, and develop critical-thinking skills. For example, you may demonstrate how to do a science experiment and then have the students conduct the experiment themselves. You may have students work together to solve problems.

Duties you will typically do daily/weekly/monthly:

- Create lesson plans (by-weekly) to teach students
- Ensure a safe bully free POD
- Observe students to evaluate their abilities, strengths, and weaknesses
- Instruct an entire class or smaller groups of students
- Grade students’ assignments in a timely manner, immediately or within a day (must post 2 grades per week
- Communicate with parents or guardian about their child’s progress
- Work with students individually to help them overcome specific learning challenges
- Prepare students for assessments and provided a variety of performance-based activities
- Develop and enforce classroom rules to teach children proper behavior
- Supervise children outside of the classroom—for example, during lunchtime or recess
- Increase students’ academic growth via demonstration (I Do), practice (We Do) and assessing (You Do), by having students learn and apply important concepts using our HIPE (hands on, interactive, performance-based, engaging learning).
- Monitor and escort students to assemblies, recess, or classes taught by other teachers, such as art or music.

Expectations:

1. While students are away from the classroom use planning to plan lessons, grade assignments, or meet with other teachers and staff.
2. Attend all meetings, on time and participate in individual Professional Learning/Development as prescribed by admin.
3. Take on a Collateral Duty (Full-time staff only) and participate in specialization teams in which you share artifacts of expertise, support the mission and vision of CPA.
4. Work with students individually or in groups to help them improve academically.
5. Support by implementing students Individualized Learning Plans (ILPs)
6. Provide a caring inclusive learning environment for all students with learning disabilities or emotional or behavioral disorders.

7. Progress monitor students' academic growth and progress, from BOY to MOY to EOY.
8. A willingness to co-teach lessons with fellow teachers.
9. Proficient (willing to learn) Google Classroom, Sadlier, Flocabulary, MobyMax, YouScience technology platforms, as well as Microsoft Suite of products in your classroom as a teaching aide as well as be adventures with a webpage or discussion boards to present information or to expand on a lesson taught in class.
10. Maintain open communication and classroom with parents.

PHYSICAL REQUIREMENTS:

Light Work:

Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently as needed to move objects.

Contact Information

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