Position Description

Job Title: Middle School STEM Apprentice Teacher
Division/Department: Middle School Math & Science
Reports To: Head of Middle Schools
FSLA: Exempt

JOB SUMMARY

The STEM Apprentice Teacher position offers 2 sections of Middle School instruction, 1 math, and 1 science while working alongside an experienced team of faculty. Under the guidance of lead teachers and the department chair, the Apprentice Teacher will manage classroom instruction, lesson design, assessment, and classroom supervision. In addition, the Apprentice Teacher will observe faculty across disciplines and grade levels, receive regularly scheduled observation feedback, participate in the new faculty mentoring program and be available for substitute teaching as needed. This position is designed to provide support, mentoring and professional development for teachers new to the profession in preparation for a full-time role.

ESSENTIAL FUNCTIONS

- Instructs and nurtures learners in the development of their social-emotional, behavioral, and self-management competencies within the framework of the School's mission and honor code.
- Contributes to the preparation of print and online course materials.
- Implements effective assessment tools to support student achievement and growth.
- Uses effective classroom management strategies to ensure a productive learning environment.
- Serves as an advisor for 10-12 students and implements grade level programming and advisory curriculum.
- Evaluates, documents and communicates student progress through reporting systems and conferences.
- Collaborates effectively with departmental and grade level teams as well as student support service personnel.
- Attends faculty, grade level, departmental meetings, and teacher training workshops.
- Performs supervisory duties (before school, recess, FLEX, carpool, etc.).
- Assists and supports students outside of class as needed.
- Participates in the MICDS professional development framework and pursues outside opportunities to stay current with best practices.
• Other projects and responsibilities may be added at the School’s discretion.

JOB REQUIREMENTS AND QUALIFICATIONS

• Bachelor degree in subject matter and/or relevant work experience.
• Ability to work in an environment that embraces a diverse community of students, educators, parents, and alums.
• Broad-based knowledge of child development, pedagogy, and teaching strategies.
• Experience working in a one-to-one laptop environment or relevant technology skills.
• Excellent verbal and written communication skills.
• Must enjoy working and learning with children.
• Experience with a range of administrative uses for technology and a creative approach to integrating technology as an essential tool in student learning.

OTHER INFORMATION

• Criminal history and background check is required and must be successfully completed prior to employment.
• May work at a desk and computer for extended periods of time.
• Work primarily in a traditional climate controlled classroom environment.
• Work intermittently in outside weather conditions, including extreme heat and cold.
• Be able to do minor physical activities: climbing a ladder, lifting 25lbs.