

## **String Ensemble Teacher – Grade 4**

Status: Exempt, Part-Time (0.2 FTE)

Calendar: Academic Year

### **Overall Objectives**

To instruct students in fourth grade string ensembles

### **Principal Roles & Responsibilities**

#### **Academic Program**

- Instructs four class periods on Mondays for the 2015-2016 school year.
- Facilitates and communicates knowledge and strategies for learning to students.
- Monitors progress of entire class and individual students.
- Seeks guidance from Music Lead Teacher, Academic Director and Executive Director.

#### **Curriculum and Research**

- Prepares and regularly submits curriculum maps, pacing charts, and weekly lesson plans.

#### **Classroom Management**

- Provides a safe and nurturing learning environment.
- Applies school and classroom rules consistently and effectively.
- Seeks guidance regularly from the Dean of Students or Executive Director on behavior and classroom management techniques.

#### **Communication**

- Communicates with students the expectations for performance, classroom behavior, and personal management.
- Communicates with parents as needed in relation to on-going student achievement and/or areas of need; including disciplinary issues.
- Reads all school communication.
- Responses in a timely manner to parents' phone calls or emails.
- Conducts formal student conferences two times annually.
- Prepares student report cards three times annually.

#### **Professional Conduct**

- Models and encourages all behavior outlined by the Board-approved Professional Conduct Policy.
- Maintains a professional image.
- Completes responsibilities in a timely and accurate manner.
- Meets set objectives and goals and requires minimal supervision and direction.
- Demonstrates a commitment to the organization.
- Takes pride in work and is committed to quality.
- Meets attendance and punctuality guidelines.

## **Recommended Qualifications**

### **Education:**

Minimum: Bachelor's degree; master's degree preferred.

Must hold a valid Minnesota teaching license as required by the Minnesota Department of Education.

### **Employee Requirements**

Must meet all employment requirements including, but not limited to, criminal background checks and reference checks.

**Salary:** Competitive, performance based increases, generous benefits package

**Start Date:** ASAP

### **Contact:**

Send Cover Letter, Resume and Application for Employment to [HR@yinghuaacademy.org](mailto:HR@yinghuaacademy.org)

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