**Job Description – Grade 3-6 Elementary Spanish Teacher**

Arizona Language Preparatory School is a K-6 public charter school located in North Phoenix that serves students from around the Greater Phoenix area. All students are instructed in Chinese, Spanish, and English in a full language immersion environment.

ALP is seeking a native **Spanish-speaking elementary teacher for grades 3 – 6** to instruct students in Spanish in the content areas of language arts, science, and social studies. Students are assessed for language proficiency twice per year in the areas of reading, writing, listening, and speaking. Language teachers are expected to stay in the target language (Spanish) 100% of the time in class and when interacting with students in order to promote stronger language growth. All ALP teachers are expected to plan and conduct lessons according to the school's mission and vision to foster students who are global citizens with a lifelong appreciation for language learning.

**Essential Functions**

Advises parents and/or legal guardians of student progress for the purpose of communicating expectations; student's achievements; developing methods for improvement and/or reinforcing classroom goals in the home environment.

Assesses student progress towards objectives, expectations, and/or goals for the purpose of providing feedback to students, parents and administration.

Collaborates with instructional staff, other school personnel, parents and a variety of community resources for the purpose of improving the overall quality of student outcomes, achieving established classroom objectives in support of the school improvement plan.

Demonstrates pedagogical approaches that engage learners for the purpose of providing an effective program that addressing individual student requirement.

Differentiates classroom work for the purpose of providing students with instructional materials that address individualized learning within established lesson plans.

Facilitates student learning for the purpose of achieving success in academic, interpersonal and daily living skills through a defined lesson plan.

Instructs students for the purpose of improving their success in academics through a defined course of study.

Manages student behavior for the purpose of providing a safe and optimal learning environment.

Monitors students in a variety of educational environments (e.g. classroom, playground, field trips, etc.) for the purpose of providing a safe and positive learning environment.

Organizes age appropriate indoor and outdoor activities for the purpose of ensuring student participation in learning activities.

Participates on PLC team for the purpose of reviewing data and instructional practices.

Participates in a variety of meetings (e.g. staff, district, IEPs, 504's, etc.) for the purpose of conveying and/or gathering information required to perform functions.

Prepares a variety of written materials (e.g. grades, attendance, anecdotal records, etc.) for the purpose of documenting student progress and meeting mandated requirements.

Reports health and safety issues to assigned administrator and appropriate agencies (e.g. fights, suspected child or substance abuse, inappropriate social behaviors, etc.) for the purpose of maintaining students personal safety, a positive learning environment and complying with regulatory requirements and established guidelines.

Responds to emergency situations for the purpose of resolving immediate safety concerns and/or directing to appropriate personnel for resolution.

Responds to inquiries from a variety of sources (e.g. other teachers, parents, administrators, etc.) for the purpose of resolving issues, providing information and/or direction.

**Other Functions**

Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit.

**Experience:** Job related experience is desired.

**Education:** Bachelor’s degree in job-related area required.

**Arizona Teaching Certificate preferred, or candidate must be in process of obtaining.**

**SEI Endorsement Preferred**

**Valid Fingerprint Clearance Required**

**Job Type**s: Full-time, Contract

**Salary:** $36,000.00 to $40,000.00 /year