

# Spanish Teacher Position Announcement

<b>Title:</b> Spanish Teacher	<b>Date:</b> March 29, 2019
<b>Division:</b> High School	<b>Directly Reports To:</b> Head of School
<b>Unit/Department:</b> Lakeview Christian Academy	<b>Posting Date:</b> March 29, 2019 <b>Position Starts:</b> 2019-2020 School Year
<p><b>General Purpose:</b></p> <p>The high school Spanish teacher teaches 3 courses; Spanish I, Spanish II and Spanish III. The first two Spanish courses are required by all students for an academic diploma. The third Spanish course is required for students that are completing requirements for an honors diploma. This position is part-time. Class sizes never exceed 24 students. Curriculum mapping provided for all 3 courses.</p>	

<b>Key Result Areas</b>	
<p><b>Attitude and skills with students:</b></p> <ul style="list-style-type: none"> <li>• Relate with appropriate and respectful voice and actions to all students</li> <li>• Responsible for safety and welfare of students</li> <li>• Provide effective and appropriate discipline within school guidelines</li> </ul>	
<p><b>Planning and leading:</b></p> <ul style="list-style-type: none"> <li>• Provide developmentally appropriate activities, accommodating various learning styles/abilities</li> <li>• Maintain review/revision of current curriculum mapping in all subjects</li> <li>• Adequate preparation for the day's activities</li> <li>• Consistent integration of spiritual concepts</li> </ul>	
<p><b>Attitudes and skills with parents:</b></p> <ul style="list-style-type: none"> <li>• Maintain confidentiality and tact with negative information</li> <li>• Available to parents</li> <li>• Keep parents informed of student's progress</li> <li>• Seek input before making decisions or recommendations to parents</li> </ul>	
<p><b>Teacher responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Comply with all administrative related responsibilities</li> <li>• Supervise classroom – classroom management skills are essential</li> <li>• Seeks to meet the needs of all students – differentiated instruction techniques</li> <li>• Organizational skills are very important</li> </ul>	
<p><b>Attitudes and skills with co-workers</b></p> <ul style="list-style-type: none"> <li>• Work as a team member and diligent to preserve unity within the staff</li> <li>• Consistently show commitment, enthusiasm and involvement</li> <li>• Work with the middle school Spanish teacher to ensure transitional needs</li> </ul>	
<p><b>General work habits:</b></p> <ul style="list-style-type: none"> <li>• Prompt and reliable attendance record</li> <li>• Conscious of health and safety issues</li> <li>• Attend in-service training as required</li> <li>• Demonstrate spiritual maturity</li> <li>• Know and follow the Faculty/Staff handbook</li> </ul>	

<b>Nature of Supervision Received (check one):</b>	
	Routine work performed under immediate supervision with detailed instructions. Activities required minimal decision making.
	Primary routine work performed with supervision readily available. Activities follow established, well-defined procedures, and basic decision are made within the scope of these procedures/guidelines. Decisions outside the scope of the guidelines are referred to the supervisor.
	Work performed independently with supervision available. Manages and prioritizes own workload; expected to make some non-routine decisions requiring judgment and interpretation.
	Under direction as to assignments and general methods of execution, with periodic review of assignments. Expected to make non-routine decisions requiring analysis and interpretation with limited guidance from supervisor.
X	Under general direction as to broad assignments. Determines methods and delivers final results.
	Within the broadest scope of the unit's objectives, determines and executes major programs.

### **Minimum Education & Experience Requirements**

- MN State or ACSI licensure or ability to work toward either licensure
- Experience working within a school environment
- Demonstrate effective communication skills with parents, students and staff

### **Benefits**

- Salaried position; \$12,000/contractual period (1 week prior to start of school thru 1 week after end of school)
- 0.375 FTE
- PTO days (personal time off) based upon 0.375 FTE

Interested applicants should request an application from Kris Brown at LCA (contact info. below).

Applications will be received until the website post is removed.

**All employment questions should be directed to Kris Brown at [kris.brown@lcaduluth.org](mailto:kris.brown@lcaduluth.org) or 218-723-8844 ext. 20**