**The Knowing Garden Job Description: Lead Teacher, 9-11 Class**

The Lead Teacher, in the 9-11 class, is a creative educational professional responsible for preparing age appropriate whole-child and ambitious lesson plans and developing them in partnership with the children of The Knowing Garden Elementary School. The teacher also monitors and documents students’ learning experiences and advises parents of developmental progress.

The TKG lead teacher is familiar with Common Core Standards and a innovator who combines best practices and protocols of constructivist, Reggio-Emilia and project-based learning. Our teacher collaborates with the School Builder representing the Parent Board of Directors and school community in a flexible and self-directed environment.

**Professional requirements:**

* M.A. or B.A. in a subject you are passionate about
* Multiple Subject Credential
* 8 Years Professional experience in field or related area; significant experience with upper elementary ages and experiences
* Collaborative Practices
* Willingness to extend Professional Development

Compensation is based on student enrollment, base of $30 per hour in 4 days/20 hours per week

**Key tasks related to Students and the Educational Program**

1. Prepare lesson plans, unit studies and academic year goals for students
2. Mentor students
3. Maintain Written Assessments and provides portfolio access for each student
4. Integrate Global (race, ethnicity, gender, socio-economic, etc) Studies with an emphasis on Social Justice
5. Support for Orientation Meeting plus planning leading up to it.
6. Advise on Field Trip agendas

**Key tasks related to the Board**

1. Advises the School Builder on the need for new and/or revised policies and makes policy recommendations based on classroom experience
2. Reports periodically on all classroom status

**Key tasks related to Staff & Volunteers**

1. Coordinates with School Business Manager regarding needs and feedback

2. Monitors channels of communication within the school and classroom

1. Reviews and advises other classroom teachers on their lesson plans, unit studies academic goals, specific questions in their classroom and in their continuing education.

**Key tasks related to the Community**

1. Represents and advocates (through membership or service) for the Board in relationships with city, county, and state governments, private agencies, and the school community

2. Advises Marketing team of relevant, related items or events

3. Participates in appropriate community organizations and functions to obtain support for the attainment of school goals

1. Supports Fundraising events and efforts.
2. Actively involved in student enrollment recruitment events and efforts.

**To Apply,** please submit:

1. Resume with a short introduction
2. Visual or written representation of your Educational Philosophy
3. A Video Introduction (via private youTube, or similar, platform)

**Deliver to:**

Trish Valdez, Business Manager

TKG

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Box #324  
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