



Job Opportunity

Nevada City School of the Arts (NCSA), a K-8 charter school in operation since 1994, is seeking highly qualified applicants for the following position:

- JOB TITLE:** Main Lesson 3rd Grade Teacher
- SCHEDULE:** Full Time – 184 days (175 instructional/9 in-service)
- WAGE:** NCSA Certificated Salary Schedule (*Starting wage depending on education and experience*)

SUMMARY: The Main Lesson Teacher provides a comprehensive education program for students of 3rd Grade in a manner that nurtures and guides them, with great consideration for the needs of each individual child and the classes as a whole, while supporting the vision & mission of NCSA. Utilizing an inquiry based methodology is ideal.

DUTIES AND RESPONSIBILITIES:

- **Instruct** students in 3rd Grade based on the NCSA standards and Common Core State Standards (CCSS) for the purpose of supporting students' engagement
- **Develop** an engaging and inspiring curriculum, integrating the arts and academics in coordination with NCSA's professional arts, music and movement teachers
- **Participate** in a team atmosphere with other elementary school teachers
- **Provide** a level of instruction based on each student's achievement potential, by drawing on and valuing individual backgrounds, interests, temperaments, development of social skills, through thorough lesson preparation and positive classroom management
- **Promote** self-directed, reflective learning for all students by engaging students in problem solving, critical thinking and other activities that make subject matter meaningful
- **Establish and Articulate** goals for student learning through the design and implementation of both short- and long-term classroom projects
- **Assess** students' progress in order to inform instruction and document curriculum taught and mastered
- **Attend** bi-monthly staff meetings, weekly team meetings, scheduled in-service days, assigned committee meetings, student success (SSTs) teams, I.E.P. meetings, class performances and other events where faculty attendance is important (e.g., Graduation, Back to School Night, Portfolio Night) as noted in the school activity calendar
- **Work Cooperatively** with Special Education staff to ensure that children with special needs have a successful school experience
- **Prepare and Continue Upkeep** of an organized, clean and attractive classroom throughout the year
- **Foster** healthy, supportive relationships with all colleagues
- **Support** the efforts of all support staff including electives teachers, visiting artists, and musicians. Support in this area includes assisting with classroom management and supervision of students when necessary
- **Participate** in teacher enrichment activities (when school funds allow). Especially those that focus on integrating art into the curriculum and promoting NCSA's mission
- **Oversee** all aspects of class field studies, both overnight and day trips, including the budget and the training of chaperones
- **Perform** recess duty and after-school pick-up duty as assigned by the director
- **Provide** Report Cards two times per year (January and June)
- **Create** a Professional Development Plan at the beginning of the year and participate in video evaluations with peer review
- **Participate** in staff development focused on agreed-upon areas of program development
- **Hold** parent/teacher conferences in October and February if necessary. Additional conferences will occur as deemed necessary by the teacher and/or Student Study Team

- **Promote** class community by organizing family gatherings for a class performance, celebration or by holding an introductory class parent meeting in September, and for all overnight field studies during the school year
- **Communicate** with parents through the weekly Monday Note, conferences, phone calls and email as needed
- **Participate** as a faculty representative in school committees as needed
- **Support and administer** statewide and other mandated testing/surveys to students
- **Arrange** for substitute teachers through the office and directly with the visiting teacher
- **Abide** by all personnel policies and procedures adopted by NCSA and the At-Will Agreement
- **Accept** other duties as assigned

Working Conditions

Environment:

- Indoor/outdoor work environment
- Driving a vehicle to conduct work

Physical Demands (with or without reasonable accommodations):

- Occasional lifting and carrying (maximum 50 lbs.) Infrequent pushing and pulling
- Dexterity of hands and fingers to operate a computer
- Seeing to read a variety of materials
- Sitting or standing for extended periods of time
- Hearing and speaking to exchange information

Education, Experience, Licensure

- Bachelor's or higher degree
- Valid, current multiple-subject teaching credential from the California Commission on Teacher Credentialing
- CLAD or equivalent

OTHER REQUIREMENTS: These requirements must be met prior to beginning employment and will be requested upon job offer acceptance.

- Fingerprint and Background clearance
- Valid Tuberculosis clearance and every four years thereafter
- CPR/First Aid Certification within 45 days of employment and every two years thereafter

Supervisor: School Director

FLSA Status: Exempt

Employee Group: Certificated

Employment Status: Full Time, Permanent

TO APPLY:

Submit resume, cover letter, & minimum three (3) letters of recommendation to:

Nevada City School of the Arts
Attn: Business Office
13032 Bitney Springs Road
Nevada City, CA 95959

FAX: 530-273-1522
EMAIL: employment@ncsota.org

DEADLINE TO APPLY: Open Until Filled