

## **EMPLOYMENT OPPORTUNITY**

### **SEQUOYAH SCHOOL K-8**

**POSITION:** Associate Teacher – Grades 4/5  
Full-time Position

**REPORTS TO:** Assistant Head of School or the Director of Curriculum and Student Support

### **JOB SUMMARY**

Sequoyah's learning program, schoolwide and in each classroom, is developed through close collaboration with others. In the K-8 program, this collaboration includes Lead Teachers, Associate Teachers, the Assistant Head of School, the Director of Curriculum, and subject-area Specialists.

Under the Lead Teacher's direction, the Associate Teacher supports the development of the academic, social and emotional learning program in a mixed-age classroom. The Associate Teacher supports expectations and practices defined by Sequoyah's mission and Habits of Mind. Associate Teachers may be assigned teaching and clerical duties or other tasks by the Lead Teacher and/or the Associate's supervisor. Year to year, individuals in this position may be placed in a different elementary school classroom.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The Associate Teacher will:

- Supervise students
- Chaperone overnight camping trips
- Provide a physically and emotionally positive, safe environment for students that reflects effective classroom management strategies
- Promote good citizenship and mindful behavior among students
- Support Lead Teachers as they:
  - plan and implement curriculum
  - implement instructional strategies that meet the needs of all students
  - write curriculum updates
  - prepare for student-parent conferences
- Look for opportunities to create emergent curriculum responsive to student interests and current events
- Understand individual student's learning interests, strengths and needs
- Support projects at the direction of the Lead Teacher
- Support classroom community through use of online platforms
- Represent the school in its values and mission.
- Model professional and ethical standards and Habits of Mind when working with students, parents, teachers, administrators, and staff
- Perform duties as assigned by the Lead Teacher or Supervisor
- Assume responsibility for projects as assigned by the Head of School

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**WE SEEK CANDIDATES WHO:**

- Have a Bachelor's degree in education or a related field
- Have a passion for learning and demonstrated interest in child development
- Have 3+ years of experience working with children
- Have strong written and oral communication skills
- Are detail-oriented and resourceful
- Are tactful and discreet
- Are technologically savvy
- Have high-energy and are enthusiastic about working in an academic atmosphere

Sequoyah School has a rich history of diversity and seeks candidates to enhance that tradition. Sequoyah offers competitive salary and benefits.

Interested candidates please download and complete an application ([Fillable PDF](#) or [Word doc](#)) and send with your resume to: Azizi Williams, Assistant Head of School at [recruitment@sequoyahschool.org](mailto:recruitment@sequoyahschool.org)

For more information about Sequoyah School, please see our website at [sequoyahschool.org](http://sequoyahschool.org)