

Desert Sky Community School

Kindergarten Teacher

*Job Description
For January 2017*

Desert Sky is seeking qualified candidates for leading Kindergarten in our small charter school guided by the principles of Waldorf education. The ideal candidate will lead the Kindergarten, oversee a Kindergarten Assistant, and collaborate with administration.

Compensation: \$32,000 annually (pro-rated) & performance pay opportunity

Reports to: Assistant Principal

Minimum Requirements:

1. *Prior classroom experience with young children.*
2. *Experience and training relevant to Waldorf Education.*
3. *A current Fingerprint Clearance Card issued by the Arizona Department of Public Safety.*
4. *A Bachelor's degree from an accredited College or University (attained or nearly completed)*
5. *A Waldorf Certificate, or the written intention to participate in ongoing studies leading to Waldorf certification.*

Preferred Qualifications:

1. *Waldorf Teacher Certification or two (2) years experience teaching at a Waldorf or Waldorf-inspired school.*
2. *Arizona (or other state) teaching certificate*
3. *Experience with sharing child development information, handcrafts, and parenting skills, with parents of young children.*

Job Purpose Statement: *A full-time Kindergarten teacher embraces the academic, social, and emotional growth of the students, and brings curriculum to meet them where they are, remove obstacles to their learning, assess their needs and progress, and creatively bring activities and nurturing that feeds their development. With the support of the Assistant Principal and Special Education Director as well as colleagues, the teacher sets curriculum goals for the year and assesses first-grade readiness. A teacher is responsible for all classroom record-keeping (including attendance) and the ongoing academic and artistic development of the assigned students.*

Skills, Knowledge and/or Abilities Required:

1. Sincere interest and respect for children and their individual needs.
2. Excellent oral and written communication skills.
3. Ability to prioritize and coordinate work and activities of self and others.
4. Skill in developing and maintaining effective working relationships with members of diverse ethnic, cultural, social, and educational backgrounds.
5. Ability to establish and maintain effective working relationships within the school community, including colleagues and parents of students.
6. Creativity in working with children in artistic subjects such as drawing, painting, music, etc. plus willingness to learn about the importance of an artistic methodology toward teaching academic

subjects.

7. Be worthy of imitation in all interactions.

Essential Job Functions:

1. There are 190 days of accountability for teachers. In addition to the 180 days of school, teacher attend faculty meetings, in-services, and professional work days, beginning in August, through the school year, and continuing at the end of the school year in May – for a total of 190 days of service required for the school year.
2. The school day is 8am to 2:45pm; Kindergarten students may be picked up at 12:30, or may stay for nap and dismissal at 2:30pm. The teacher's minimum day is 7:30am to 3pm.
3. Work silently and seamlessly with the Kindergarten Assistant. Do and sing, rather than talk unnecessarily.
4. Administers positive guidance and behavior management techniques to help guide children according to their developmental needs as developed out of Waldorf-inspired education.
5. Plans lessons appropriate to age-level topics, ensuring inclusion of goals from IEPs and other developmental screenings. Lesson-planning in conjunction with other teachers, special education consultant, and mentors as appropriate. Provide lesson plans for office files.
6. Accommodate district assessments (DIBELS or PALS), and evaluation for first-grade readiness.
7. Conducts parent/teacher conferences with parent/guardian not less than twice a year.
8. Coordinate with the Kindergarten Assistant so all Kindergarten employees have a daily break.
9. Disseminate information related to classroom activities and special school activities to parents in a timely manner. A monthly newsletter to classroom parents is ideal.
10. Assist with all festival planning and festival activities; attends all school functions (including weekend events) relevant to Kindergarten.
11. Attends weekly faculty meetings, including special meetings scheduled as needed with Administration (Executive Director, Assistant Principal, & Special Education Director).
12. Keep one's classroom, office, or other assigned areas clean, neat and professional.
13. Participate in the Desert Sky Community School Evaluation Process (See Evaluation Policy)
14. Provide to the Office a Kindergarten seasonal rhythm, weekly rhythm, and a daily rhythm which altogether constitute the Kindergarten block rotation & lesson plan.
15. Ensure personal resume is up-to-date and current in the office files and resume book.

Additional responsibilities (linked to performance pay awarded in June, see 301 Performance plan):

16. Pursues ongoing training (i.e. lectures, workshops, conferences, book study) to continue to grow in understanding of Waldorf philosophy and teaching style. This includes demonstration of a commitment to actively study foundations of Waldorf education during the school year with colleagues, and independently or with colleagues over the summer.
17. Meet on a regularly scheduled basis with a pedagogical mentor.
18. Schedule and hold parent meetings for your class no less than four times a year.
19. Participate in an ongoing faculty or board committee.
20. Planning school festivals and afterschool activities.
21. Regularly participate in school functions that support school growth and corporality, such as adult education workshops, enrollment & fundraising activities.

Physical Demands:

Frequent: standing, walking, sitting

Occasional: lifting, carrying

Experience required: prior classroom experience with early childhood

Education required: Bachelor's Degree

Licenses, Certifications, Bonding and/or Testing required: clear TB Test, Valid AZ Fingerprint Card