

Waimea Middle Public Conversion Charter School

Position Description For:

Social Studies Teacher 1.0 FTE

Vacancy Announcement

Posting Date: June 14, 2022
Application Period: Until Filled

Waimea Middle Public Conversion Charter School

67-1229 Mamalahoa Highway
Kamuela, Hawai'i 96743

Tel (808) 887-6090
Fax (808) 887-6087

This is to announce the following vacancy for the 2022-2023 school year:

SOCIAL STUDIES TEACHER (1.0 FTE)

Position is at Waimea Middle School on Hawai'i Island. The school is a public conversion charter school and the position is included in the HSTA- BU 5 (10-month)

Position Description:

Assumes professional responsibility for providing learning experience in Social Studies as well as supervision of students in a supportive and positive climate that develops in each student the skills, attitudes, and knowledge to meet and exceed the Common Core State Standards.

Responsibilities include the design, selection, and effective delivery of curriculum and materials for maximizing student learning. Achieving academic excellence requires that the Social Studies Teacher work collaboratively with other members of the SS department, school administrators, faculty and staff, and with parents.

This position is under the direct supervision of the middle school Principal.

How to Apply:

Please submit a letter of interest, resume, and copies of licensure to Waimea Middle School – Attention Michelle Akiona

- Mail: 67-1229 Mamalahoa Highway, Kamuela, HI 96743
- Phone: (808) 887-6090
- Email: Michelle_Akiona@wmpccs.org
- Fax: (808) 887-6087

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www.WaimeaMiddleSchool.org

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Position Description For:

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GENERAL DESCRIPTION:

Assumes professional responsibility for providing learning experience in Social Studies as well as supervision of students in a supportive and positive climate that develops in each student the skills, attitudes, and knowledge to meet and exceed the Common Core State Standards.

Responsibilities include the design, selection, and effective delivery of curriculum and materials for maximizing student learning. Achieving academic excellence requires that the Social Studies Teacher work collaboratively with other members of the SS department, school administrators, faculty and staff, and with parents.

Supervision:

Works under the general supervision of the school principal and consistent with the Mission, Vision, Beliefs and IKAIR core values of the school. Responsible for being knowledgeable of and adhering to principal, school, and local school board policies and directions. Exercises substantial judgment and independence of action in carrying out responsibilities consistent with such guidance.

Qualifications:

- Hold or be eligible for a Hawaii State Teaching License with the appropriate subject-area authorization in Social Studies
- Hold or be eligible for a Hawaii State Teaching License with the Sheltered Instruction Qualification (due 8/24)
- Demonstrate content knowledge for the subjects and levels being taught.
- Demonstrate knowledge and understanding of child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research related to learning
- Have excellent integrity and demonstrate good moral character and initiative
- Exhibit a personality that demonstrates enthusiasm and interpersonal skills to relate well with students, staff, administration, parents and the community
- Commitment to professional growth and reflection including collaboration and teaming
- Demonstrate the ability to use electronic equipment for word processing, data management, information retrieval, visual and audio presentations, and telecommunications
- Demonstrate the ability to effectively communicate with parents, students, and staff verbally and in writing
- Knowledge of and ability to use a variety of skills and strategies to meet the diverse needs of students
- Knowledge of and skill in culturally responsive teaching and learning
- Hold or be eligible for a Hawaii State Teaching License with the appropriate subject-area authorization in ELA preferred.

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ESSENTIAL DUTIES:

- Plan and implement instruction to ensure that all students meet and exceed the Common Core State Standards in Social Studies
- Plan for student success based on assessed needs of individual students and the use of data to determine each student's current knowledge and skill level and to measure progress
- Regularly conduct planning for lessons using commonly accepted professional practice (content, goals, assessment, re-teaching, etc.)
- Maintain and provide reasonable and meaningful student grading and evaluation and communicate such information to students and parents
- Demonstrate empathy, rapport, objectivity, and listening skills.
- Work collaboratively with other teachers and support staff in addressing the needs of students
- Engage the learners in differentiated learning experiences for the range of skill levels and developmental needs found in the classroom, managing, when appropriate, multiple instructional activities simultaneously
- Monitor the pacing of instruction and budget class time efficiently by providing clear directions, outlining expectations, and effectively bringing to closure instructional experiences
- Use effective presentation skills when employing direct instruction, including appropriate vocabulary and examples, clear and legible visuals, and articulate and audible speech
- Provide a nurturing, supportive, and positive classroom climate that encourages student responsibility, using positive motivation, clear classroom routines, challenging instructional strategies, and effective classroom management techniques
- Discipline students in a fair and consistent manner, using school approved procedures. Seek assistance of the parents and the Principal or designated supervisor when needed
- Communicate regularly with parents, seeking their support and advice, so as to create a cooperative relationship to support the child in the school
- Assess and interpret the social needs, emotional needs and learning styles of students, using a variety of assessment techniques and data; plan and adjust the teaching methods accordingly, requesting advice and assistance from specialists when appropriate
- Assist with the monitoring and following of Individualized Education Plans and/or 504 Accommodation Plans for selected students assigned to the class
- Employ a variety of methods for students to demonstrate learning and accomplishments; evaluate and grade homework, assignments, and tests in a timely fashion, providing feedback to the student on performance
- Maintain records and provide evidence of growth and progress to parents and to students
- Assist with responsibility for all students within the school, beyond those specifically assigned, supervising in a fair and constructive manner to ensure the safety and well-being of all students
- Attend student events to demonstrate genuine interest in the life of the students
- Complete in a timely fashion all records and reports as required by law and regulation or

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requested by the Principal or designated supervisor

- Maintain accurate attendance records; account for all funds collected from students
- Work cooperatively with adults assigned to the classroom (e.g., paraprofessionals, student teachers, parents and volunteers), establishing clear expectations for roles and responsibilities
- Maintain positive, cooperative, and mutually supportive relationships with the administration, instructional staff, students, parents, and representatives of resource agencies within the community
- Attend required staff meetings and serve, as appropriate, on staff committees; participate in curriculum and program development, and in the selection of materials and equipment to support instruction
- Notify immediately appropriate personnel of evidence of substance abuse, child abuse, child neglect, severe medical or social conditions, potential suicide or individuals appearing to be under the influence of alcohol, controlled substances, or anabolic steroids
- Continue to grow professionally through collaboration with colleagues and professional growth experiences
- Protect confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information within legal confines
- Perform any duties that are within the scope of employment and certifications, as assigned by the Principal and assigned supervisor, and not otherwise prohibited by law or regulation

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