



## **SOCIAL STUDIES INSTRUCTOR JOB DESCRIPTION**

**EMPLOYMENT CATEGORY:** Contract  
**RESPONSIBLE TO:** Site High School Principal  
**DATES:** August to May  
**FTE:** 1:00  
**LOCATION:** ACE Charter High School  
1929 N. Stone Avenue  
Tucson, Arizona 85705

### **POSITION SUMMARY:**

The mission ACE / YouthWorks Charter High Schools is to provide alternative, rigorous, technology-enhanced instruction for “at-risk” youth within a safe, supportive environment leading to graduation and preparation for success beyond graduation. To achieve this mission, teachers must be able to use differentiated instructional interventions based on measured student needs for academic achievement. Teachers must be able to develop lesson plans that integrate the Arizona Academic Standards into instruction. All teachers at ACE and YouthWorks must be able to develop and maintain a classroom environment that facilitates learning, encourages student engagement, and invites administrative evaluation.

### **ESSENTIAL FUNCTIONS:**

The list of essential functions is not exhaustive and may be supplemented.

- Prepares lesson plans and instructs students in accordance with established curriculum and student needs.
- Familiarity with Microsoft Office (Word, Excel), Google Suite (Gmail, Sheets, Classroom, Drive).
- Maintain Highly Qualified status, attend sustained professional development, and work with learning teams.
- Assess student needs and performance. Develop, implement and evaluate daily academic achievement. Modify instruction to meet the needs of each student.
- Uses and implements classroom management techniques to maintain organization, orderliness, student safety, and productive teaching/learning environment.
- Participate in student recruitment and retention efforts.
- Ensures parents and students are informed of methods of evaluation used in the classroom.
- Inform parents of student progress and school activities. Advise parents of instructional methods that may assist students.
- Implement 21st century teaching and learning, including integration of educational technology, inquiry and project-based learning.
- Ability to teach courses in the subjects of Social Studies including but not limited to: World History, American History, American Government, Economics, and Art History.
- Familiar with formative/informative assessments that include benchmark assessment software.
- Meet with parents or guardians, teachers, counselors, and administrators in order to address student behavior.

- Other duties as assigned by the Principal and/or Executive Director/Superintendent

**MINIMUM QUALIFICATIONS:**

- Meet Highly Qualified Teacher (HQT) as defined by the Arizona Department of Education (ADE).
- Preference given to teachers certified through successfully passing the content specific Arizona Educators Proficiency Exam (AEPA).
- Possess a valid and current Arizona IVP Fingerprint Clearance Card.

**PREFERRED QUALIFICATIONS:**

- Valid Arizona teaching certificate and/or enrolled in an accredited ADE approved teacher prep program.