



## English Certified and/or Highly Qualified Teacher

### JOB DESCRIPTION

<b>EMPLOYMENT CATEGORY:</b>	Contract	
<b>RESPONSIBLE TO:</b>	Site High School Principal	
<b>DATES:</b>	August to May	
<b>HOURS:</b>	Monday thru Friday 7:30 a.m. to 3:30 p.m.	
<b>FTE:</b>	1:00	
<b>LOCATION:</b>	ACE Charter High School 1929 N. Stone Avenue Tucson, Arizona 85705	YouthWorks Charter High School OR 1915 E. 36 <sup>th</sup> Street Tucson, Arizona 85713

### POSITION SUMMARY:

The mission of 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 lessons 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.

- Prepare lesson plans and instruct students in accordance with established curriculum and student needs.
- Develop a working understanding of the computer hardware and software used at ACE/YouthWorks Charter High Schools.
- Maintain Highly Qualified status, attend sustained professional development, and work within a Professional Learning Community (PLC).
- Assess student needs and develop individualized instruction strategies.
- Implements classroom management techniques to maintain organization, orderliness and student safety within a productive teaching/learning environment.
- Plan instructional activities to encourage and motivate students to achieve academic and career goals.
- Ensure parents and students are informed of methods of evaluation and instruction used in the classroom.
- Advise parents of instructional methods that may assist students and inform them of student progress.
- Participate as a member of a Professional Learning Community (PLC) to promote learning activities for students consistent with ACE/YouthWorks Charter High Schools’ mission and vision.
- Collaborate with ACE/YouthWorks Charter High School and TYD staff to provide educational and career support services to students.

- Requisition classroom supplies and instructional materials.
- Ensure classroom, school, and student safety.
- Other duties as assigned by the Principal.

**MINIMUM QUALIFICATIONS:**

- Meet Appropriately Certified Teacher status.
- Possess a valid and current Level One IVP Finger Print Clearance Card.

**PREFERRED QUALIFICATIONS:**

- Valid Arizona teaching certificate
- Demonstrate proficiency on the content specified Arizona Educator Proficiency Assessment (AEPA).