



Lower School Head Teacher - Grades K – 4

Position Description; Possible Opening for 2020-21 School Year

The Head Teacher collaborates with grade level colleagues and specialist teachers to plan, create, and implement curriculum. He/she should have experience working with and teaching a constructivist math program, a balanced literacy program, the writing process, and an integrated curriculum. Demonstration of strong classroom management skills, an investment in continued professional growth, comfort using classroom technology, and a commitment to promoting a diverse community is expected. He/she is responsible for ongoing assessment and communication with parents and the Head of the Lower School about children's progress. Additionally, the Head Teacher is responsible for mentoring an Associate Teacher. All Lower School teachers are expected to be active community members, sharing supervisory duties and general support and care of the school community. Graduate degree in education and a minimum of 3-5 years teaching experience is required. Qualified candidates should submit a cover letter, resume, and a list of three references with e-mails and telephone numbers to LShadteacherposition@brooklynfriends.org

Primary Responsibilities:

- Support the academic/social/emotional development of all students
- Collaborate well with colleagues to plan, create, and implement curriculum
- Communicate effectively with families with regards to all aspects of classroom life and child development
- Be responsible for mentoring an associate teacher
- Be responsible for ongoing student assessment
- Share supervisory duties and general support and care of the school community
- Perform necessary routine tasks and daily maintenance of the classroom

Qualifications:

- graduate degree in education
- 3-5 years teaching experience
- Has relevant experience with the age/grade
- Has strong classroom management skills
- Is experienced teaching a constructivist math program, a balanced literacy program, the writing process, and an integrated curriculum

- Is invested in continued professional growth
- Demonstrates strong communication skills (oral and written)
- Is comfortable working with families
- Is comfortable using classroom technology
- Seeks to be an active community member
- Approaches work with flexibility, patience, and a willingness to learn
- Demonstrates cultural competency and a commitment to diversity, equity, and inclusion
- Brings a passion and desire to create a joyful learning environment

To Apply:

Qualified candidates should submit a cover letter, resume, and a list of three references with e-mails and telephone numbers to lsheadteacherposition@brooklynfriends.org

To learn more about our school, candidates should visit our website at www.brooklynfriends.org.