



**SANTA CRUZ  
COOPERATIVE SCHOOL**

**JOB OPENING FOR:  
UPPER ELEMENTARY TEACHER**

**Purpose of the role:**

The Upper Elementary Teacher is responsible for contributing to the educational growth of each student as well as the overall development of SCCS as an educational organization. The teacher shall assist each student in developing academic and social skills, acquiring knowledge, and realizing his or her potential.

**Major Responsibilities and Duties:**

- Plan, prepare, and deliver engaging lessons in core subjects (Literacy, Math, Science, and Social Studies) following the school's curriculum.
- Prepares lessons that reflect accommodation for individual student differences.
- Employs a variety of instructional techniques and media consistent with the needs and capabilities of the student groups involved.
- Assists students in analyzing and improving methods and habits of study.
- Tests students, records grades, and sends progress reports to families.
- Assesses student progress on a regular basis in a fair and equitable manner.
- Establishes and maintains open lines of communication with students and their families.
- Establishes and maintains student control in the classroom and administers discipline in accordance with board policies and administrative regulations.
- Collaborate with a teaching partner in the same grade level.
- Maintains accurate and complete records as required by law, school policy, and administrative regulation.
- Attends and participates in faculty and department meetings.
- Assumes responsibility for extracurricular activities as assigned, and may sponsor outside activities approved by the school.
- Maintains a professional relationship with all colleagues, students, families, and community members.
- Works to maintain and improve professional skills and knowledge.
- Performs other duties as assigned by the principal including duty, supervision, etc.

**Qualifications:**

- Degree in Elementary Education, or a related field.
- Appropriate Teacher Certification
- Experience of two or more years teaching upper elementary kids as an overseas teacher.
- Fluent in English (spoken and written).
- Ability to educate with age-appropriate language and teaching methods.
- Patience, optimism, compassion, enthusiasm, and empathy.
- Mediation skills for resolving conflicts between kids.
- Creative mindset to plan innovative, exciting lessons.
- Familiarity using Google tools.
- Ability to stand as a positive role model for impressionable minds.
- Experience with Words Their Way, Reading and Writing Workshop, Eureka, NGSS, Second Step and/or Responsive Classroom is a plus.
- Positive, open-minded, and flexible, with a desire to learn and grow.
- Collegial team player who contributes to the community.