



DAVINCI ACADEMY JOB DESCRIPTION

Mission

DaVinci Academy of Arts and Science will awaken a passion for learning through an enriched and individualized approach to education. Students, parents and teachers will work together to ensure positive character development and build a strong foundation for higher education.

POSITION TITLE: Elementary Teacher

REPORTS TO: Academic Director

Position Objective: The primary objective of a classroom teacher is to uphold and advance the mission, vision, pillars, and goals of DaVinci Academy.

Principal Responsibilities:

- Develop lesson plans and instructional materials, based on the Core Knowledge Sequence, integrating Arts and the STEM subjects whenever possible, using approved curriculum.
- Provide differentiated instruction to meet the needs of each student.
- Design lessons with clear, measurable goals that involve an appropriate mix of quality technology programs and engaging learning materials.
- Teach approved curriculum.
- Establish and maintain a positive classroom environment to achieve an effective learning climate.
- Implement and support the positive behavior reinforcement system established by the school and maintain an orderly classroom.
- Plan and coordinate the work of the paraprofessionals and volunteers in the classroom.
- Keep accurate student records, regularly update grades on Infinite Campus or add to student portfolios and prepare progress reports.
- Identify student needs and make appropriate referrals to various team members.
- Regularly communicate with parents via newsletters, notes, phone calls, emails, web sites, Infinite Campus, conferences, etc.
- Maintain and improve professional skills by participating in faculty meetings, various staff development opportunities and formal coursework in an effort to stay current with best practices.
- Collaborate with colleagues to reflect on effective teaching practices and work to continually improve skills.
- Use data to drive instruction.
- Actively participate in the Q Comp program by attending, and being on time for, PLC meetings and frequently contributing ideas that further the school's mission.
- Display a willingness to be observed on a regular basis and accept feedback and coaching from team leads and the administrative staff.

- Develop and maintain positive relationships with the DaVinci Academy community, which includes Faculty, Administration, Staff, Parents, Students and Board Members.
- Perform other duties as assigned.

Qualifications:

- Valid Minnesota Teaching License in relevant field required. (K-6 or dual licensure preferred)
- Demonstrate excellent oral and written communication skills.
- Curriculum planning/alignment and instructional experience.
- Experience with different learning styles.
- Willingness to identify, interpret and follow school policies and procedures.
- Show initiative and function as a self-starter.
- Physical demands: able to remain stationary for long periods of time, ability to lift up to 50#.

Teacher Signature: _____ Date: _____

Executive Director Signature: _____ Date: _____