

NORWELL PUBLIC SCHOOLS
NORWELL, MASSACHUSETTS 02061

Announcement of Employment Opportunity

POSITION: **Grade 6 English Teacher - Norwell Middle School**

GENERAL DUTIES: Develop in each student an appreciation for literature and the English language; develop proficiency in reading, writing, speaking, and listening skills; develop standards for critical thinking and informed analysis of written and oral communication; maximize the potential and learning readiness of early adolescents; work with staff in other academic areas towards the implementation of cross-curricular instruction; to recognize the unique developmental needs of emerging adolescent students; and to assist students in becoming responsible and respectful individuals.

REPORTS TO: Principal of Norwell Middle School

QUALIFICATIONS:

1. Hold or be eligible for Massachusetts Department of Elementary and Secondary license in English (5-12) and/or Middle School: Humanities (5-8);
2. Bachelor's degree or higher in English, education, or related field;
3. Successful teaching experience; preferably at the middle school level;
4. Evidence of competence in English required; additional competency in other academic core subjects desired; and
5. Demonstrated ability to perform the responsibilities below as evidenced by course work, educational experience, school-level involvement and/or system wide professional activities, and the interview process.

RESPONSIBILITIES:

1. Teach content and skills in reading and analyzing literature, writing grammatically correct in the English language, speaking, and listening utilizing the course of studies, designated literary works and texts, and other appropriate learning activities as adopted by Norwell Public Schools and the curriculum standards set forth by the Massachusetts Department of Elementary and Secondary Education;
2. Develop lesson plans and instructional materials with clear objectives of what the student will know and/or be able to do;
3. Introduce and explore student opportunities to compose different types of writing (i.e., expository, narrative, persuasive, and descriptive) while developing students' writing abilities and voice;
4. Collaborate with members of your team to plan and implement interdisciplinary curriculum lessons, units, assignments, and projects, as well as instructing students in other academic areas as needed;
5. Provide individualized flexible grouping and small group instruction in order to adapt the curriculum to adjust to the learning style and needs of each student, including the modification of assignments and assessments;
6. Provide enrichment and extension learning opportunities for students as warranted by their achievement, interest, and learning rate;
7. Establish and maintain standards of appropriate student behavior based on mutual respect within the learning environment, as well as enforce school rules with fairness and consistency;
8. Evaluate students' academic and social growth, keep appropriate records, and prepare report cards, and progress reports;
9. Utilize a variety of assessment methods, evaluate each student's progress in English Language Arts knowledge and skills, problem-solving, and critical thinking; keep appropriate records of student progress, and prepare report cards and progress reports at required times;

10. Integrate the use of technology into classroom instruction and assignments as a teaching tool and a tool for student learning;
11. Communicate through appropriate means with students, parents, and other school personnel on student progress;
12. Maintain proper student records including attendance, assessment, and effort;
13. Establish a classroom climate of inclusion, risk-taking, and ownership for students;
14. Provide after-school learning opportunities for students;
15. Select and request books, instructional materials, and teaching supplies and maintain inventory records;
16. Participate in ongoing curriculum revision and articulation within the school and district, as well as participate in curriculum planning and other building and department programs within the school and the district;
17. Administer the Massachusetts Comprehensive Assessment System and other district testing and help students to prepare for each test administration;
18. Analyze student data from state, district, and class assessments to adjust instruction and support student performance; and
19. Perform other duties as directed by the Superintendent of Schools or designee.

**TERMS OF EMPLOYMENT
and EVALUATION:**

In accordance with School Committee policy and the collective bargaining agreement.

Approved by: _____

Matthew A. Keegan
Superintendent of Schools

Date: _____

EQUAL OPPORTUNITY EMPLOYER

Norwell Public Schools does not exclude from participation, deny the benefits of Norwell Public Schools from or otherwise discriminate against, individuals on the basis of race (including traits historically associated with race (including, but not limited to, hair texture, hair type, hair length and protective hairstyles), color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, active military/veteran status, marital status, familial status, pregnancy, or pregnancy-related condition, homelessness, ancestry, ethnic background, national origin, or any other category protected by state or federal law in the administration of its educational and employment policies, or in its programs and activities.

Norwell Public Schools: 21st Century Schools for 21st Century Students