



TOPPENISH SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: ELA Teacher (English Language Arts) – Middle School

TITLE OF IMMEDIATE SUPERVISOR: Principal

HOURS PER DAY: 7 hours

WORK DAYS: 180

BARGAINING UNIT: TEA

POSITION SUMMARY: The English Language Arts (ELA) Teacher is responsible for providing rigorous, engaging, and standards-based instruction that develops students' reading, writing, speaking, listening, and language skills. The teacher creates a positive, inclusive learning environment where all students can become proficient communicators, critical thinkers, and lifelong learners.

TYPICAL WORK:

- Plan and deliver engaging, standards-aligned English Language Arts instruction for middle school students.
- Teach reading comprehension, literary analysis, informational text, writing, speaking, listening, vocabulary development, grammar, and language conventions.
- Utilize research-based instructional practices to improve literacy achievement.
- Differentiate instruction to meet the academic needs of students with varying learning styles and abilities.
- Integrate technology to enhance instruction and student engagement.
- Incorporate culturally relevant literature and instructional practices that reflect and honor students' diverse backgrounds. Foster critical thinking, creativity, collaboration, and effective communication.
- Develop and administer formative and summative assessments aligned with district curriculum and Washington State Learning Standards.
- Analyze student achievement data to guide instructional decisions.
- Monitor student progress and provide timely, meaningful feedback.
- Maintain accurate academic records and grading in accordance with district policies.
- Establish and maintain a safe, respectful, and positive classroom environment.

- Implement effective classroom management strategies that promote student responsibility and engagement.
- Participate in Multi-Tiered System of Supports (MTSS), intervention planning, and student success meetings.
- Collaborate with counselors, interventionists, special education staff, multilingual education staff, and other support personnel to meet individual student needs.
- Work collaboratively with grade-level teams, Professional Learning Communities (PLCs), and instructional coaches.
- Participate in curriculum development, instructional planning, and school improvement initiatives.
- Communicate regularly with parents and guardians regarding student progress, behavior, and academic achievement.
- Participate in parent conferences, staff meetings, and district professional development.
- Experience with middle school literacy development.
- Strong understanding of English Language Arts curriculum and instructional practices.
- Other duties as assigned.

QUALIFICATIONS:

- Valid Washington State Teaching Certificate. **Required**
- English Language Arts endorsement or appropriate Washington State endorsement authorizing assignment at the middle school level. **Required**
- Demonstrated knowledge of effective literacy instruction. **Preferred**
- Ability to pass required state and federal background checks. **Required**
- Experience teaching middle school English Language Arts. **Preferred**
- Experience implementing research-based literacy interventions. **Preferred**
- Experience working with multilingual learners and diverse student populations.
- Experience with differentiated instruction and inclusive classroom practices.
- Experience using student data to improve instructional outcomes.
- Excellent classroom management skills.
- Strong verbal and written communication skills.
- Ability to build positive relationships with students, families, staff, and community members.
- Proficiency in educational technology, learning management systems, and digital instructional tools.