



UTOPIAN

ACADEMY FOR THE ARTS

ELEMENTARY SCHOOL

Fifth Grade Teacher

Position Overview

We are seeking a dedicated and compassionate fifth-grade teacher with the ability to ensure student success through differentiated instruction. The candidate must be adaptable to changing school and district needs and able to create and maintain a climate that promotes respect, tolerance, and peaceful problem-solving for all students while successfully teaching the state-mandated fifth-grade curriculum. This position reports to the Elementary School Principal and will be assigned to be physically present in the school.

Key Responsibilities

- Instruct students in an in-person classroom environment through lectures, discussions, visual aids, instructional strategies, and other effective teaching methods for student comprehension.
- Prepare lessons and outlines to use in class that effectively cover the material.
- Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.
- Prepare, administer, and grade tests and assignments to evaluate students' progress.
- Administers various types of assessments to monitor students' comprehension of the material.
- Administer and/or support state and local testing processes and policies.
- Use computers, audio-visual aids, and other equipment and materials to supplement presentations.
- Assist students who need extra help with tutoring. Guide and counsel students with adjustment or academic problems or special academic interests.
- When in an in-person classroom environment, responsible for daily classroom clean up and wiping down surfaces to uphold sanitation standards as required for a safe school environment.
- Monitors students in the classroom, at lunch, or throughout the school by maintaining order and discipline.
- Observe and evaluate students' performance, behavior, social development, and physical health.
- Perform various administrative duties such as taking attendance, organizing the classroom, and responding to emails and phone calls from parents, school administrators, and staff in a timely manner.
- Collaborate with other teachers and administrators to develop, evaluate, and revise academic programs following approved curricula.
- Coordinates in-person conferences with parents and guardians to review students' performance, behavior, and other issues.

- Attends in-person faculty meetings, teacher training workshops, and educational conferences to maintain and improve professional competence.
- Maintain accurate, complete, and correct student records as required by laws, district policies, and administrative regulations.
- Assist administrators and other staff members in the orderly, expedient, and safe transition of students from one location to another.
- Assists with training volunteers in person.
- Required to have prompt, regular attendance in-person and be available to work on-site, in-person during regular business hours and as needed.
- Perform other duties as assigned by an appropriate administrator or their representative.

Required Qualifications

Education and Certification

CERTIFICATION:

- Minimum of SRT4-Certification in Early Childhood Education or related field (P-5); **OR**
- Passed the GACE in Early Childhood Education

EDUCATION:

- Bachelor's Degree required with at least a 2.5 GPA

WORK EXPERIENCE:

- Work experience gained through education and certification/license requirements.
- Available for face-to-face instruction within the school building with students present

Experience and Skills

- Communication
- Instructional strategies that connect the curriculum to the learner.
- Student management.
- Demonstrated ability to work well with students, staff, and parents in a professional manner
- Ability to be flexible and adapt as needed between in-person learning environments.
- Knowledge of school safety & security procedures
- Excellent writing and communication skills
- Ability to work under pressure and meet deadlines