



## **Job Description**

**Title:** Elementary Long-Term Substitute Teacher - 3rd grade

**Reports to:** Principal

**Anticipated start date:** November 15, 2021

## **About our school**

Provident Charter School in Pittsburgh, PA is a publicly funded school designed to address the needs of students with language-based learning differences such as dyslexia. Our students are bright yet struggle with topics such as reading, writing and sequencing. Located on the city's North Shore the school currently enrolls 330 students from 42 different districts around Western Pennsylvania.

## **Teaching at PCS:**

We are currently seeking a long term substitute to start teaching with us in mid-November. This is a co-teaching position where the selected candidate will teach with another certified teacher. Teachers must approach learning with creativity and leverage opportunities for multi-sensory instruction. Teachers receive comprehensive training, have shared daily planning time with other members of their department and are provided support throughout the school year in developing multi-sensory approaches to instruction that help our students learn and grow.

## **Required Qualifications**

1. Bachelor's degree.
2. Ability to secure all relevant and necessary clearances.

## **Preferred Qualifications**

1. Pennsylvania Teaching certification (Elementary K-6, Grades PK-4).
2. Special Education certification.



3. Excellent communication, leadership, organization and problem-solving skills.
4. Outstanding dependability, initiative, creativity, and decision-making skills.
5. Proficient in managing and using data to guide decisions for student programs.
6. Knowledge of federal Common Core standards and state special education regulations.

### **Professional Responsibilities**

1. Prepare thoughtfully tailored lesson plans with clear objectives that incorporate multi-sensory instruction techniques which align with Common Core Standards.
2. Orchestrate learning with a balanced approach to instruction, demonstration, student engagement and work time to provide students with opportunities to observe, question, investigate and explore.
3. Organize and lead activities designed to promote physical, mental and social development.
4. Adapt teaching methods and instructional techniques to meet students' needs and interests.
5. Assess student knowledge through a variety of formal and informal assessment techniques, record results and report as needed.
6. Work as a member of a team to design lessons that meet the needs of students.
7. Meet with other professionals to address students' needs and progress.
8. Establish partnerships with parents and family members to facilitate engaging, meaningful interactions about student growth and development.
9. Learn and implement assistive technology as needed.
10. Monitor students and maintain safety during non-instructional times (i.e. lunch duty, recess duty).



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11. Continue to grow professionally through activities such as study of current professional literature, participation in school professional development sessions as well as local, county, regional, and state meetings and conferences.

12. Other responsibilities as assigned by the Principal.

### **How to Apply**

Interested candidates should email a cover letter & resume to Connie Joseph at [cjoseph@providentcharterschool.org](mailto:cjoseph@providentcharterschool.org), Elementary School Principal. Applicants are encouraged to act with urgency.

Provident Charter School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.

Job Type: Full-time, Temporary

Pay: From \$125.00 per day