



**PARKROSE SCHOOL DISTRICT #3
10636 N.E. PRESCOTT
PORTLAND, OR 97220-2699
(503) 408-2100**

JOB POSTING HSSPAN051013

PLEASE POST

ANNOUNCEMENT OF VACANCY FOR 2013-2014

DATE: MAY 10, 2013

**JOB TITLE: EXPERIENCED HIGH SCHOOL SPANISH TEACHER
MINIMUM THREE YEARS EXPERIENCE AT HS LEVEL
OTHER ENDORSEMENTS PREFERRED**

The job of "Classroom Teacher" is done for the purpose/s of developing students' academic and interpersonal skills through academic courses of study and implementing District approved curriculum; documenting teaching and student progress/ activities/outcomes; addressing specific educational needs of students; providing a safe and optimal learning environment and providing feedback to students, parents, and administration regarding student progress, expectations, goals, etc.

Essential Job Functions:

- **Instructs** students for the purpose of improving their success in academics through a defined course of study.
- **Prepares** teaching materials and reports (e.g. grades, attendance, anecdotal records, etc.) for the purpose of implementing lesson plans and providing documentation of teacher and student progress.
- **Demonstrates** methods required to perform assignments and/or skills (e.g. lab experiments, athletic techniques, etc.) for the purpose of providing the students with the necessary skills to perform the tasks safely and/or accurately.
- **Assesses** students for the purpose of providing feedback to students, parents, and administration regarding students' progress, expectations, goals, etc.
- **Advises** parents and/or legal guardians of student progress for the purpose of supporting teacher's expectations, developing methods for improvement and/or reinforcing classroom goals in the home environment.
- **Collaborates** with school personnel, parents and various community agencies for the purpose of improving the quality of student outcomes, developing solutions, and planning curriculum.
- **Assists** other teachers for the purpose of implementing curriculum.
- **Directs** educational assistants, volunteers, and/or student aides for the purpose of providing an effective school program and addressing the needs of individual students.
- **Monitors** student activities (e.g. classroom, lunch, grounds, etc.) for the purpose of providing a safe and optimal learning environment.
- **Reports** incidents (e.g. fights, suspected child abuse, suspected substance abuse, etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment and adhering to Education Code, district and/or school policies.

Other Job Functions:

- **Assists** other personnel as may be required for the purpose of supporting them in the completion of their work activities.

- **Participates** in various meetings (e.g. parent conferences, in-service training, site meetings, etc.) for the purpose of receiving and/or providing information and/or meeting credential requirements.

Job Requirements – Qualifications:

- **Experience Required:** Prior job related experience.
- **Skills, Knowledge and/or Abilities Required:**

Skills to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, evaluate performance.

Knowledge of age appropriate teaching methods, state curriculum framework, education code, appropriate instructional subjects.

Abilities to stand and walk for prolonged periods, perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative working relationships with students, parents, other school personnel, meet schedule and deadlines. Significant physical abilities include lifting, carrying, reaching, handling, talking, hearing conversations, near and far visual acuity and depth perception and accommodation of field of vision.

- **Licenses, Certifications, Bonding, and/or Testing Required:**
 - Valid teaching license for appropriate level of instruction and/or subjects
 - Criminal Justice Fingerprint Clearance
 - Willingness to participate in two-hour blood borne pathogen training offered through MESD

APPLICATION PROCEDURE:

The Parkrose School District no longer accepts hard copy applications for licensed teaching positions. We utilize the Application System that can be accessed at www.EdZapp.com.

The district will maintain and review all complete applications that it receives through this website. Job postings will appear on the district website and EdZapp. These postings are updated when new vacancies occur. To be considered for a position, applicants must have a current application on file with EdZapp and must also upload to EdZapp the following materials.

Letter of Introduction
Completed EdZapp application
Resume
Three (3) current letters of recommendation
Copy of License
Copy of Praxis or Orela Tests
College Transcripts

APPLICATION DEADLINE: May 24, 2013 at 4pm

EMPLOYMENT BEGINS: August 26, 2013

QUESTIONS TO: HUMAN RESOURCES
Attn: Mary King
Mary_king@parkrose.k12.or.us

**An Equal Opportunity Employer
Applicants with culturally diverse backgrounds are strongly encouraged to apply.