

## **Le Monde French Immersion Public Charter School French Immersion Lead Classroom Teacher Job Description**

The French Immersion *Lead Classroom Teacher* is responsible for the education of each child in the classroom. The Lead Classroom Teacher works with students, families, fellow teachers, and other staff to ensure that the goals of the school are carried out. While this description serves to outline many of the expectations for this position, Le Monde strives to build a team of professionals who work beyond job descriptions, are ready to tackle the unique challenges that come with working in a language immersion setting, and are excited to be part of Portland's first and only public French Immersion School.

### **LEAD CLASSROOM TEACHER – DUTIES, RESPONSIBILITIES, AND EXPECTATIONS**

- Manages an organized and professional classroom that is conducive to learning and the development of the whole child:
  - Maintains complete and accurate records of each student's academic, physical, social, and emotional growth.
  - Plans, documents, and carries out daily lessons.
  - Teaches curriculum based on state and national standards.
  - Recognizes the needs of individual students and the entire group and offers support and flexibility as needed.
  - Establishes consistent and logical limits, expectations, and classroom routines for students.
  - Maintains the physical environment of the classroom in a clean and organized fashion.
  - Handles stressful situations with patience, understanding, and flexibility.
- Fosters a cooperative and respectful partnership with families:
  - Communicates with families on a regular basis.
  - Facilitates parent-teacher conferences twice a year, providing written materials as required.
  - Leads/participates in at least 3 parent evenings throughout the year.
- Works as part of a cooperative and diverse team of educators and administrators to carry out the goals of Le Monde:
  - Attends, participates in, and contributes to in-service activities and staff meetings.
  - Participates in the development of curriculum, and assesses its effectiveness in the classroom.
  - Consults Principal in a timely manner to address the needs of struggling students.

- Collaborates with colleagues to share experience and knowledge.
- Continues intellectual and professional development:
  - Periodically observes the classrooms of colleagues as possible.
  - Welcomes observation by and feedback from colleagues and other professionals in education and related fields.
  - Seeks out and attends workshops, seminars, and courses relating to child development, education, and language acquisition.
- Follows policies and standards established by Le Monde French Immersion Public Charter School, Portland Public Schools, and the Oregon Department of Education, except where Le Monde has received waivers.
- Carries out other duties as assigned.

## **LEAD CLASSROOM TEACHER – QUALIFICATIONS**

### *All candidates must have:*

- Oregon TSPC teacher licensure for an elementary multiple-subjects classroom.
- Excellent communication skills in English and a **native or near-native level of fluency in French.**
- Knowledge of language acquisition and language immersion education.
- Successful classroom experience in an early childhood or elementary setting.
- Strong classroom management skills.
- A willingness to go above and beyond to ensure the success of Le Monde students.
- A Bachelor's Degree or its equivalent.
- The ability to demonstrate status as a Highly Qualified Teacher as defined by No Child Left Behind.
- Permission to work in the United States.
- The ability to pass a criminal background check clearing them to work in a school setting.

### *Ideal candidates Lead Classroom Teachers have:*

- At least two years of full-time teaching experience as a lead teacher, preferably in a language immersion setting with Elementary-aged children.