



**Early Learning Science and Technology Teacher  
Job Description**

--	--

<b>Reports to:</b> Early Learning Principal	<b>Work Schedule:</b> Monday – Friday 9:00 - 1:00	<b>Positions Supervised:</b> N/A
<b>Job Status:</b> Part-time (50% FTE)	<b>FLSA Status:</b> Exempt	<b>Date Revised:</b> 1/10/2017

**POSITION SUMMARY:**

In an elementary learning environment, the EL Science and Technology Teacher is responsible for the planning, organizing and implementation of the science instructional program that advances the intellectual, emotional, social, and physical development of children within a safe, healthy learning environment.

**PRINCIPAL RESPONSIBILITIES**

- Assists in the planning and delivery of lesson plans and instructional materials and experiences that facilitate active and meaningful learning in the subject of science
- Assists in the planning and delivery of lesson plans and instructional materials and experiences that facilitate active and meaningful learning in the subject of technology
- Assists in the design of a differentiated and globally integrated science curriculum which includes project based, student initiative driven units and labs; incorporates hands on learning and adventurous out of box thinking experiments
- Facilitates students' use of science learning materials and equipment
- Maintains and procures all elementary science materials
- Develops and revises science assessment instruments and assists EL Teachers with the implementation of the instruments
- Offers input on student progress and program evaluation
- Actively participates in professional development, curriculum development, and class, grade, and level meetings
- Shares insight and other necessary information regarding students' progress to lead teacher
- Prepares and monitors elementary science budget
- Actively participates in professional development, curriculum development, and class, grade, and level meetings
- Demonstrates a desire to improve by collaborating with colleagues and seeking feedback on teaching practices
- Participates responsibly in regularly assigned duties including, but not limited to carpool, playground, and orderliness of shared areas
- Participates in the life of the school by attending school sponsored events
- Performs all other related work delegated or required to accomplish the objectives of the total school program

<b>Education:</b> <ul style="list-style-type: none"> <li>● B.A./B.S. required</li> <li>● Early Education degree preferred</li> </ul>	<b>Experience:</b> <ul style="list-style-type: none"> <li>● Classroom experience preferred</li> </ul>
--	---

<b>Competencies:</b>	<b>Specialized Skills and Knowledge:</b>
----------------------	--

<ul style="list-style-type: none"> <li>● Ability to establish and maintain cooperative and effective working relationships with others</li> <li>● Proven ability to maintain complete confidentiality in all matters.</li> <li>● Excellent verbal and written communication skills.</li> <li>● Excellent organizational skills including punctuality, prioritization, and self-motivation skills.</li> <li>● Intellectual curiosity</li> <li>● Desire to pursue teaching certification if applicable</li> </ul>	<ul style="list-style-type: none"> <li>● Knowledge and implementation of relevant science curriculum</li> <li>● Proficiency in basic instructional technology</li> </ul>
<p><b>Physical Demands:</b></p> <ul style="list-style-type: none"> <li>● Lifting up to 20 pounds, standing, walking, sitting, reaching, operating computer and other office and classroom equipment</li> </ul>	<p><b>Working Conditions:</b></p> <ul style="list-style-type: none"> <li>● General classroom conditions</li> </ul>