# PRINCIPIA SCHOOL Position Description

**St. Louis, Missouri** May 2019

**Title:** MS Generalist and Integrated Studies Support Teacher

**Department/Location:** Middle School Faculty, St. Louis

**Organizational Relationships:** Reports to Assistant Principal, 6th – 8th Grade

**Summary:** The MS Generalist is a core faculty member who is involved in all daily activities in the MS. In particular, the MS Generalist would supervise Catch, Project Adventure, House, all trips and excursions. Because Integrated Studies plays a central role in the middle school program in creating the opportunities for students to be challenged with authentic projects that equip students to be future ready, the IS support person will help facilitate Integrated Studies for 6th-8th grades in design, implementation and assessment of all units. They will use a variety of teaching methods, in particular project-based learning, to teach for understanding; assist students to effectively apply their knowledge and skills; mentor students as their teacher, character educator, and advisor. Full-time, school-year position.

**Work Performed: Essential Duties\***

* Displays a strong interest and love for working with 6th, 7th, and 8th grade students
* Actively collaborates with colleagues across levels and departments to support the implementation of school-wide initiatives and to integrate across the disciplines
* Effectively integrates 21st century skills into the classroom helping students develop strong critical thinking, problem solving, collaboration, research and communication skills
* Co-designs and co-plans lessons that invoke student interest and ownership, incorporates real-life situations where appropriate, and demonstrates an awareness of the needs of the 21st century future ready learner
* Together with other faculty sets challenging and integrated long term projects for students that are experiential and authentic
* Willingness to work effectively in a 1:1 tablet laptop environment, using technology as a tool to enhance learning
* Works with a wide range of students – helping them feel successful and to understand their unlimited potential
* Provides daily conferences for students
* Handles discipline situations in an effective manner that supports character growth
* Actively participates in various committee meetings, faculty and parent meetings, and professional development; becomes part of a professional learning community where teachers are continually improving teaching and learning
* Communicates effectively with coaches, parents, and houseparents
* Supports middle school activities by chaperoning social events and trips
* Recognizes that spiritually-based character education is as important as the subject matter being taught

**Key Competencies**

Candidates’ overall outlook and approach to life and learning are just as important to us as appropriate qualifications and experience. Principia School seeks individuals who are . . .

* **Positive:**We appreciate team members who are optimistic, positive, and focused on elevating and bringing out the very best in themselves and others. We are a strengths-based organization; faculty and staff are expected to understand teammates’ strengths and how they can complement each other.
* **Team players:**The ability to collaborate and partner with peers and senior administrators is critical. The School has a strong team-centered leadership approach. Staff are expected to be able to listen, give and receive feedback, and be comfortable exchanging ideas and speaking candidly in a professional and collegial manner. They must bring a constructive outlook to partnering with a wide range of stakeholders—administrators, faculty, coaches, houseparents, marketers, and fundraisers, among others.
* **Innovators**: Given our fast-moving, ever-changing world, all School employees are expected to demonstrate a problem-solving mindset that helps our team come up with creative solutions to challenging issues. The School emphasizes continual improvement and expects staff to have a mentality of self-improvement and organizational excellence.
* **Strategic thinkers:**We prize the ability to consider complex topics from multiple perspectives and offer innovative solutions.

**To perform this job successfully, an individual should demonstrate the following competencies:**

* Interpersonal - Focuses on solving conflict, not blaming; maintains confidentiality of private information relating to students, colleagues, and the operations of the school; keeps emotions under control; remains open to others' ideas and tries new things
* Oral and Written Communication - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; demonstrates group presentation skills; participates in meetings; writes clearly and informatively; edits work for spelling and grammar; varies writing style to meet needs; able to read and interpret written information
* Attendance/Punctuality - Is consistently at work and on time; ensures work responsibilities are covered when absent
* Initiative - Undertakes self-development activities; demonstrated commitment to continuous improvement
* Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently.
* Professionalism - Approaches others in a tactful manner; reacts well under pressure; accepts responsibility for own actions; relates well to students and adults

**Mission**

The Principia shall seek to serve the Cause of Christian Science through appropriate channels open to it as an educational institution (Policy 1).

**Vision**

Principia is a Christian Science community of practice. Through transformative opportunities, a challenging curriculum, and character education based on the teachings of Christian Science, we examine, test, and strengthen our faith while developing the skills and understanding requisite for excellence. As global, outward-looking, inspired learners, we serve and better the world.

**Values**

Principia’s values, listed below, are grounded in the teachings of Christian Science:

Teaching and learning

* Thinking and acting from the basis of Principle, Love
* Unfoldment of character
* Individual and collective excellence
* Citizenship and service
* Innovation and continuous improvement

**Minimum Qualifications:**

* Teaching certification preferred (required within two years of hire date)
* Bachelor’s degree in Education or a related field; Master’s degree preferred
* Relevant (teaching) experience with middle school students

\*The statements herein are intended to describe the general nature and level of work being performed, but are not to be seen as a complete list of responsibilities and are subject to change at the discretion of the employer.

Prepared by: Approved by:

Samantha Dry Travis Brantingham

Assistant Principal, 6th – 8th Grade Head of School

Middle School Teacher Signature Date