



38300 Wendling Road  
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www.marcola.k12.or.us

Terry Augustadt - Superintendent      Heather Vanderploeg - Executive Assistant

## EMPLOYMENT OPPORTUNITY

### INTERNAL AND EXTERNAL JOB POSTING

#Certified-08112021

### 2021-22 Temporary Certified Elementary Teacher

<b>Posting Date</b>	August 13, 2021
<b>Closing Date</b>	Open until filled Interviews to be held August 19, 2021.
<b>Job Title</b>	Temporary Certified Elementary for the 2021-22 School Year 1 FTE (170 contract days)
<b>Starting Date</b>	August 30, 2021
<b>Reports To</b>	Building Principal(s) & Superintendent
<b>Salary</b>	Based Certified Bargaining Agreement Salary Schedule
<b>Location</b>	Marcola School District

We want to talk to you! [APPLY HERE](#)

### Marcola School District Vision

Candidates will possess the following qualifications that support our district vision

*“Students, Staff and Community Dedicated to Excellence”*

This is a standard position description to be used for certificated teaching positions with similar duties, responsibilities, classification and compensation. Teachers assigned to the position description may or may not be assigned all of the duties identified herein. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

## Position Summary

The employee is primarily responsible for effective teaching and learning of the assigned subject(s) following district approved curriculum, instruction and assessment practices. Primary responsibility shall include student safety and appropriate collaboration and attention to each student's readiness to learn including needed guidance, discipline, and welfare.

## Essential Duties & Responsibilities

*Essential duties of this position include the following. Employees in this position perform some or all of the following tasks. Other duties may be assigned.*

1. Plans for student success based on assessed needs of individual students and the use of data and information to determine each student's current knowledge and skill level, set learning goals, and assess student progress. The assessment of student needs utilizing multiple sources of information, including the use of classroom based assessments, district approved measures and historical information. In planning for the inclusion of students with special needs, the teacher will utilize, and comply with student accommodation requirements under Individual Education Plans (IEP) and 504 accommodations.
2. Works collaboratively in a professional learning community with other teachers, support staff, and others as appropriate, in addressing the needs of students, developing effective teaching and learning practices, and developing and implementing best practices. Including participation in identifying, referring and supporting the needs of individual students.
3. Regularly conduct planning for lessons using commonly accepted professional practice (content, goals, assessment, re-teaching, etc.) and consistent with school/district approved curriculum and instructional practice. The teacher uses research based instructional strategies in planning lessons to make the teaching and learning more relevant to students (e.g., contextual learning opportunities).
4. Maintains and provides reasonable and meaningful student grading and evaluation consistent with school and district policy and regularly and effectively communicates such information to students and parents. Reporting may include regular posting to and maintenance of electronic grade systems with parent and student access.
5. Integrates district approved and/or required technology into planning, learning, progress reporting, and required record-keeping activities.
6. Creates, communicates, and maintains classroom management practices that effectively engage students in the learning process. Acceptable student behavior and related discipline procedures are well understood by students and consistently enforced to maintain a positive learning environment.
7. Actively participate in faculty and grade level or department meetings, assist building efforts to plan, budget, implement, and evaluate the school's program and to do related work as required. In carrying out these responsibilities, the teacher will follow school policy and procedures, standard practices, and approved curriculum, and will actively and positively support the school vision.
8. The teacher participates in professional learning opportunities in support of District-wide mission, vision and goals.

9. Constantly observant of the needs and challenges of students and promptly engages an administrator or appropriate educational staff associates when the teacher suspects or reasonably believes that a student is at risk or in danger due to such issues as bullying, sexual harassment/misconduct, depression or suicidal ideation, or academic failure. The teacher serves as a positive role model for students and practices the behaviors that are expected of students.
10. Assists in the supervision of students at school activities and events. The teacher remains vigilant of students throughout the school day and the school location, taking the initiative to engage students when students are acting inappropriately or in inappropriate locations for the time of day.
11. Establish a professional growth plan and annually review the plan and progress with the administrator.
12. Perform other duties and responsibilities as are assigned.

## QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Successful completion of a teacher certification program at an accredited college or university, and valid state certification(s) and/or endorsement(s).
2. Evidence of continuous professional learning and a commitment to participate in professional growth opportunities and self-reflection on professional practice.
3. Demonstrated content knowledge for subjects/levels being taught.
4. Ability to effectively communicate verbally and in writing with parents, students, and staff.
5. Commitment to effective collaboration and teaming within a professional learning community.
6. Skill in classroom management and ability to achieve, support, and maintain acceptable student behavior.
7. Knowledge of and ability to use appropriate and multiple assessment, instruction, and evaluation techniques.
8. Knowledge of child and adolescent development and ability to apply that knowledge to the selection and application of curriculum materials and instructional practices.
9. Knowledge and skill in the use of strategies necessary to meet the diverse needs of students.
10. Knowledge and skill in culturally responsive teaching and learning.
11. Skill and ability to utilize technology to aid instruction, assessment and learning.
12. Any position specific special qualifications indicated in the recruitment process.

## PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to walk; stand; sit; use hands for fine manipulation, handle or feel and reach with hands and arms. The employee is occasionally required to stoop, kneel, crouch or crawl. The employee must regularly lift and/or move up to 25 pounds and occasionally up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, ability to adjust focus and peripheral vision.

## Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually low to moderate, but occasionally high depending upon student population and activities. The employee is occasionally exposed to wet or humid conditions and outdoor weather conditions. Employee may be exposed to bloodborne pathogens.

**Employer Website:** [www.marcola.k12.or.us](http://www.marcola.k12.or.us)

## EEO and ADA Information

Marcola School District is an affirmative action/equal opportunity institution. The district does not discriminate in employment, treatment in, admissions to, or access to its programs, activities, and services on the basis of race, color, age, sex, national origin, disability, or otherwise prescribed by applicable state and federal laws and regulations. Marcola School District will provide reasonable accommodations for the known disabilities of all applicants upon request and with appropriate advance notice.

## Terms of Employment

Salary to be determined by placement on the salary schedule in the Certified Collective Bargaining Agreement. Work schedule to be determined by the Superintendent or designee and will be based on the operational needs of the district and the Certified CBA.

Please submit your application including the additional required documents by following this [link](#) OR mail to MSD Human Resources Attn: Heather VanderPloeg 38300 Wendling Road, Marcola, OR 97454 OR email documents to [hvanderploeg@marcola.k12.or.us](mailto:hvanderploeg@marcola.k12.or.us)

Internal applicants please send a Letter of Intent to: Heather VanderPloeg - [hvanderploeg@marcola.k12.or.us](mailto:hvanderploeg@marcola.k12.or.us)

## Application Requirements

- Cover Letter
- Professional Resume
- Minimum of 3 Letters of Recommendation with one from a current or former supervisor
- Copy of Transcripts (Official Transcripts upon hire)
- [Completed Application](#)

***Marcola School District is an Equal Opportunity Educator and Employer***