

## **SSAES K-5 Teachers Job Description**

St. Stephen's Armenian Elementary School is seeking an experienced and certified elementary teacher (K-5). The St. Stephen's Armenian Elementary School located in Watertown, Mass, is a child-centered American-Armenian Institution committed to academic excellence. The school is accredited by the Association of Independent Schools in New England (AISNE). Your responsibilities include but not limited to

- overseeing and implementing Reading, Language Arts, Math Science and Social Studies curriculum and instruction according to the Massachusetts Curriculum Standards.
- building strong relationships with students in order to motivate them to be their best selves both academically and personally.
- being open and prepared to think deeply about instructional strategies and collaborate with colleagues in order to meet the needs of every student.
- developing lesson plans and instructional materials and providing individualized and small group instruction in order to adapt the curriculum to the needs of each student.
- providing accommodations and support for students with special needs.
- establishing and communicating clear objectives to the students for all lessons, units and projects. upholding a code of conduct for the classroom which is consistent with established school policies and develops rules of classroom behavior which are enforced in a fair and just manner. attending established traditional school sponsored activities (e.g., Open House, Christmas Concert, and Graduation Ceremony).
- participating in professional development and mentorship opportunities with specialists and colleagues.
- ensuring the safety and well-being of students.
- establishing an effective learning environment and promoting a positive school culture.
- developing strong relationships and communicates with parents with regularly (ie. weekly electronic newsletters).

### ***Qualifications***

#### **Education**

- Bachelor's degree or higher from an accredited institution;
- Hold a valid Massachusetts Teaching License;
- Meet all state and federal guidelines in order to be fully licensed and highly qualified.
- Knowledge of Armenian is not a requirement.

#### **Benefits**

- Competitive salary Coverage for Health and Dental Insurance
- 403(B) plan with match

Please send resume, cover letter and three letters of recommendation to [careers@ssaes.org](mailto:careers@ssaes.org).