



**Job Description:** Teacher, 1st and 2nd Grade English Component

**Position Type:** Full-time, Mid-August through Mid-June

**Reports to:** Principal

**Contact:** Mariella Robledo, Principal  
mariella\_robledo@escuelaguadalupe.org

## History

Escuela de Guadalupe is a private, Catholic dual-language PK-8th grade school of excellence in Denver. Our school was founded by a culturally rich community which fully intends to provide children an affordable option for quality private education and a commitment to prepare students for graduation from college-prep high schools. At Escuela de Guadalupe, the spiritual, culturally relevant and compassionate environment supports the healthy development of each child while we are able to achieve high academic expectations and intellectually rigorous curriculum. In addition, all children at Escuela de Guadalupe are committed to full academic literacy across all content areas in both English and Spanish. Therefore, a talented person who is a native speaker of English, and has a serious interest in contributing to the long-term success of our students is essential.

## Personal Characteristics

Support the cultural, spiritual and academic goals of the school by modeling compassion, love and care for the children at all times.

Have the patience and positive attitude to be sure that every student has an academically rich experience and fully develops their cognitive and language abilities.

Contribute to an environment of enthusiasm and dedication.

Truly believe that every child, without exception, can excel.

## Responsibilities

Working at Escuela de Guadalupe includes many different responsibilities to make a small, non-tuition driven school run effectively. Much like a big family, we all pitch in to make this a great place to work and learn. Therefore, this description is not intended to be all-inclusive as much as it is to help define what some of the major responsibilities will be. These are:

- Fully implement the components of dual-language instruction across all academic areas (Teaching will be in English)
- Thematic units for literacy, content areas (social studies and science), math, and religion guided by essential questions and key vocabulary
- **Define enduring concepts and knowledge and measurable outcomes for each curriculum area in each unit that are shared with parents and students at the beginning of the unit and evaluated at the end of the unit**
- **Instructional strategies that identify student learning objectives for each lesson and actively incorporate learning strategy modeling and instruction in every lesson**

- Careful planning and delivery of lessons in learning environments that are clearly and firmly defined by language of instruction and that incorporate diverse perspectives, history and literature of the United States and Latin America.
- Actively support the evaluation plan across all academic areas including formative and summative evaluation to assure maximum student progress
- Extend classroom learning to well designed daily homework which is actively applied to the classroom learning the following day
- Collaboration and planning with teammate, literacy tutors, fellow teachers and principal
- Create a classroom environment of intellectual rigor and accountability
- Maximize instructional time during the day
- Create a positive classroom environment built on success and high expectations for student achievement, risk-taking, goal-setting, actions and responsibility
- Carefully plan units and daily instruction
- Value the integrity of both Spanish and English as tools for reasoning, problem- solving, expression and intellect
- Maintain close communication with parents

#### Carry out the mission and goals of the school

- Build positive relationships with adults and children in the school Model a respect for cultural and linguistic diversity
- Be positive about children in communication with students and parents Support the events that build community
- Actively participate in ongoing dialogue about liberating education that works to change the status quo of the larger community
- Incorporate themes of social justice within your classroom instruction and how groups of people working together can create positive social change
- Empower students with a strong knowledge base and language skills to debate and challenge social injustices and current events
- Truly believe that every single child has the ability to excel and work diligently to make that happen

#### Embrace and Teach Catholic Religion

- Apply knowledge of the Catholic faith to guide students in their study of Catholic religion and how they apply their faith to their decisions and actions in school and in the community.
- Teach and model how Catholic virtues play a role in bringing peace and justice to ourselves and others.
- Incorporate the study of Catholic religion, liturgy, prayer and song in daily rituals and religious education
- Prepare the students in the sacrament of Reconciliation
- Be willing to take classes/trainings provided by the Archdiocese to be able to able teach religion

#### Duties

- Morning Supervision
- Lunch and Recess Supervision
- Snack Supervision
- Attend weekly PLC meetings
- Participate in the school Open House and other school events
- Willing and able to carry out all duties of this position

#### Compensation

- Professional development including staff development, conferences, specialized training, and book study groups.

- Reduced tuition for teacher's children enrolled at Escuela de Guadalupe (\$1,000 annual tuition)
- Competitive pay scale.
- Medical and Dental benefits
- Retirement plan - 403b

### Qualifications

- Excellent language skills in the specific component in which he/she will be teaching ( English)
- Teaching experience and a Degree in Education.
- Working knowledge of second language acquisition, bilingual and dual-language
- Methodology and sheltered English instructional strategies.
- Authentic support of culturally rich and linguistically diverse learning communities.
- Practicing Catholic Faith and being able to teach religion.

For more information or to apply, please contact Ms. Mariella Robledo, Principal, at: [mariella\\_robledo@escuelaguadalupe.org](mailto:mariella_robledo@escuelaguadalupe.org) as soon as possible. Interviews will take place until the position is filled. Applications should include a letter of interest, resume and references.