

Elementary Teacher

Salary: DOE

Ad Placed On: 04/12/2019

Closing Date: Until Filled

Purpose:

CJI Schools is seeking applications for an Elementary teacher position for the 2019-2020 school year. Coaching opportunities may be available.

Essential Functions:

- Plan and develop the course of study suitable for a particular grade level following curriculum guidelines of District and state requirements.
- Develop and present specific lesson plans, using a variety of means, including lectures, projects, group discussions, exhibits, field trips, audio-visual and library resources, computers, and the Internet.
- Prepare assignments and tests for in-school preparation and homework. Monitor, assist, correct and grade student performances.
- Conduct standardized tests in accordance with District Policies and law.
- Maintain order in the classroom and administers discipline when necessary to achieve proper behavior.
- Keep records of academic performance, attendance, and social acclimation. Reports on all aspects of student development for school records and parents; conducts parent-teacher conferences.
- Mandated reporter.
- Comply with all Board policies, rules, regulations, and directives.
- Participate in faculty meetings, educational conferences, professional training seminars, and workshops.

Only minimum duties are listed. Other functions may be required as given or assigned.

Desired Minimum Qualifications Include:

Applicant must possess a valid Montana teaching license with the appropriate endorsements, or show the ability to obtain the appropriate license.

Please include the following documents when applying:

- Letter of Interest
- Résumé
- [District Application](#) (download--then fill out)
- Three Letters of Recommendation
- Copy of teaching certificate, or the ability to obtain one through OPI

CJI accepts electronic copies of all application material.

Please submit a completed applications to John Fauerbach in the High School Office or email resume to adminassistant@cji.k12.mt.us.

School District #48-1J & #48-2J is an equal opportunity employer.