



<b>Job Title: Teacher</b>		<b>Reports To: Executive Director</b>
<b>Start Date: Immediately</b>	<b>Duration: 11 months</b>	<b>FLSA: Exempt</b>
<b>Note:</b> This job description is not intended to be all-inclusive. Employee may perform other related duties to meet the ongoing needs of the organization.		

### Our Mission

Driven by excellence for all in a supportive, rigorous, and ambitious school community, Sage Collegiate Public Charter School educates K-8 students for academic achievement, college success, and a life of opportunity.

### About Us

Sage Collegiate Public Charter School is a new K-8 charter school in Las Vegas. We will open in August 2022 with 224 students in K-5, following a slow growth model until we are at capacity with three classes in each grade level.

We hold high expectations for ourselves as a staff team, as well as for our scholars. We balance structure and zest in an intentional culture designed to ensure all children are on a path to get to and through college and be able to have a life of opportunity. One of our core tenets is 'College starts in Kindergarten,' and we have an unequivocal belief that all students regardless of race, ethnicity, zip code, or socioeconomic status deserve an excellent education. We seek instructional leaders and staff that believe the same, and we encourage all applicants to familiarize themselves with our core tenets and school vision: [www.sagecollegiate.org](http://www.sagecollegiate.org).

### About the Role

**Teachers** are full-time teaching positions. **As of August 2022, we seek a permanent 1<sup>st</sup> and 5<sup>th</sup> grade teacher.** Each teacher is responsible for lead teaching and collaborating with other teachers and the Manager of Curriculum and Instruction, small-group support, alignment of lesson planning, instructional planning, and classroom management. Founding Teachers take responsibility for the high academic achievement and character development of every child in her/his classroom.

Teachers are accountable for the creation of strong, intentional instructional plans, embodying our core tenant 'It Takes a Village' by building strong, positive relationships with scholars and families, using data to drive instruction and individualized support, and actively engage in collaboration with colleagues and professional development to improve their practices and skills.

Teachers participate in a three-week Summer Staff Development, weekly Professional Development sessions, and Professional Development and Data Days throughout the year. Teachers work closely with the Executive Director and Manager of Curriculum and Instruction. They will be a part of a hard-working, mission-driven team of educators. There is room to grow in this role as we follow a [slow growth model](#) for enrollment and build our capacity over time. We aim to grow our team from within for future leadership roles.

### Professional Responsibilities

- Develop and implement ambitious, rigorous, and standards-aligned curricula, lesson and unit plans, and activities to meet and exceed academic standards
- Design and implement rigorous assessments aligned to academic targets
- Provide engaging, differentiated, appropriately paced, and rigorous instruction in whole-class, small group, and individual settings



- Establish and maintain a culture of achievement in their classroom; always uphold school-wide and class systems, rules and consequences, disciplinary codes, and incentives
- Analyze student achievement data collaboratively with colleagues and Executive Director to respond to the learning needs of students critically and strategically
- Implement school's data tracking system and use data to inform instructional development and delivery
- Cultivate positive, collaborative relationships with families and communicate habitually with families/parents through scheduled (i.e., weekly newsletters, Sunshine calls) and unscheduled strategies
- Communicate effectively with students, families, and colleagues.
- Work to continuously improve effectiveness in all instructional practices.
- Use feedback to make productive changes in performance
- Be accountable for students' mastery of academic standards
- Actively participate in regular Professional Development, including Summer Staff Development, weekly Grade Level Team Meetings, and ongoing Whole Team Professional Development.
- Participate in additional school activities including field trips, intensive academic support sessions, and other required programs as needed throughout year
- Participate in school-related community events, such as recruitment fairs, canvassing events, and fundraiser events as needed throughout the year
- Willingness to work hard and the flexibility to work through start-up challenges
- Complete all administrative requirements by given deadlines
- Work collaboratively with Executive Director, school leadership team, and entire school staff toward mission.
- Consistently model Sage Collegiate's core values (We are Audacious, Brilliant, Curious, Determined. We have Zest, Integrity, Purpose.)

### **Professional Requirements**

- Bachelor's degree is required; Master's degree is preferred.
- Minimum of two years teaching experience in an urban public school setting preferred.
- Valid Nevada Teaching Certification or acceptance into an ARL provider is required.
- TESL Certification preferred but not required.
- Bilingual (English and Spanish) is preferred.
- Belief in and alignment with Sage Collegiate's core beliefs and educational philosophy is non-negotiable.

### **Physical Requirements**

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.

- Regularly required to sit, stand, walk, talk, hear, operate a computer, hand-held learning devices and other office equipment, reach with hands and arms, and must occasionally lift and/or move up to 20 pounds.
- Ability to Comply with the Drug and Alcohol Policy as a requirement of a position that could adversely affect the safety of others.

### **Other Duties**

This job description is not designed to cover or contain a comprehensive listing of activities or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.



### **Commitment to Diversity**

Sage Collegiate actively seeks to build a diverse, experienced team of educators. As an equal opportunity employer, Sage Collegiate shall not discriminate against applicants or employees on the basis of race, religion, creed, color, national origin, age, sex, gender, gender expression, sexual orientation, marital status, veteran status, disability, or any other category protected by Nevada or federal law.

### **Hiring Process**

Sage Collegiate seeks dedicated, focused applicants who are ready to take on the challenge of founding a new public charter school. We seek individuals who are ready to make a difference for children in a high-needs community and who are committed to developing their own learning and who are receptive to coaching and feedback to best support our students. All offers of employment are contingent on successful passing of a background check. The hiring process at Sage Collegiate includes:

1. Resume screen and short-answer questions
2. Phone Interview
3. For Instructional Roles: Project Task and Sample Lesson/Observation with reflection and feedback session
4. Reference Check
5. Final Interview

In alignment with our core tenet, Lead with Urgency, we seek to complete the application process for candidates within a three-week timeline.

### **Salary & Benefits**

Sage Collegiate Public Charter School offers a competitive salary, comprehensive health benefits, and retirement benefits. The starting salary for first-year, Nevada certified teachers is \$50,500, including PERS. Compensation will vary based upon a range of experience and/or certifications and endorsements, allowing for a greater range of duties and responsibilities.

### **Application**

To apply, send your resume and optional cover letter to Sandra Kinne, Founder and Executive Director by email at [skinne@sagecollegiate.org](mailto:skinne@sagecollegiate.org) with the subject line of the position for which you are applying.