

Associate Teacher – Starting August 21, 2024.

Park Century School was founded in 1968 as a not-for-profit independent day school committed to meeting the academic needs of students who learn differently. Park Century serves students in grades K - 8 grades living in the South Bay to the San Fernando and throughout the greater Los Angeles area. Park Century's mission is to empower students with learning differences to reach their academic and personal potential. Students flourish within our individualized, evidence-based educational programming and supportive school environment.

Park Century School is founded on the principle of honoring the diversity of human and educational experiences. We seek applicants who recognize that all children can learn when provided with explicit instruction targeted at meeting students' individual needs. Park Century School seeks candidates committed to creating a diverse, equitable, and inclusive teaching and learning community. We value multiple perspectives and do not discriminate based on race, culture, religion, age, national origin, disability status, genetics, veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

POSITION SUMMARY

The Associate Teacher is a dedicated, compassionate, and energetic professional who provides comprehensive support to students in grades K-8 with language-based learning differences.

DUTIES AND RESPONSIBILITIES

- Create a positive, emotionally responsive, developmentally appropriate, inclusive classroom culture and school community.
- Abides by the policies and guidelines contained in the Park Century School Employee Handbook.
- An Associate Teacher is responsible for working under the direction of a classroom teacher and supporting the lead teacher in all areas of instruction.
- Ongoing, effective communication between teachers and students.
- Provide students with opportunities and support to develop critical thinking and problem-solving skills under the direction of the classroom teacher.
- Associate Teachers are expected to work with the classroom teachers to organize the classroom, including copying, filing, checking assignments, and making visual displays.
- Associate Teachers may be required to assist in other classrooms when needed.
- Associate Teachers may be required to supervise students during the student's lunch hour.
- Associate Teachers must monitor students and their activities during P.E. and other elective classes.
- Associate Teachers are required to accompany students on field trips.
- Associate Teachers provide instruction based on the teacher's lessons and guidance.
- Participate in accreditation activities and school-wide initiatives.
- And other duties as assigned by the Head of School and Deans

ADDITIONAL REQUIREMENTS

- Demonstrate strong organizational and multitasking skills.
- Possess excellent verbal and written communication abilities.

- Work both independently and collaboratively.
- Accept constructive feedback and implement changes.
- Exhibit leadership qualities and a positive attitude.
- Commit to professional growth and meet established goals.
- Maintain regular attendance and punctuality.

QUALIFICATIONS

- Required
 - An undergraduate degree.
- Preferred
 - A degree in education.
 - Experience in special education is a plus.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

Physical demands: While performing the duties of this job, the employee is required to sit in on meetings and work on a computer for long periods. The employee is occasionally required to walk, reach with hands and arms, balance, stoop, talk, and hear. The employee must occasionally lift and move up to 15 pounds. Specific vision abilities required by the job include close vision, distance vision, and the ability to adjust focus.

Interested applicants should submit a cover letter and resume to hr@parkcenturyschool.org.

Salary Range For this Position: \$28.00-\$30.00 per hour commensurate with experience and qualifications.

Benefits: A full benefits package includes medical, dental, and vision coverage and a 403b retirement plan.

Equal Opportunity Statement

Park Century School is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment free of discrimination and harassment for all employees. Park Century School does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor. All employment is decided on the basis of qualifications, merit, and business need.