



HENNEPIN SCHOOLS
The Journey Begins Here



Job Title and Overview

Job Title	K-4 Teacher
Department	Elementary Education
Reports to	Chief Academic Director/Principal
Location	Minneapolis, MN
Salary Range	\$46,000 – \$90,000 per year
Status	Full-Time, Exempt

Essential Job Functions

- As a teacher at Hennepin Schools, you will uphold our mission to develop Caring Community Builders, Confident Learners, and Cross-Cultural Navigators by:
 - Providing a safe, nurturing and cooperative learning environment where students develop strong academic foundations
 - Cultivating a sense of care, respect and responsibility in interpersonal relationships
 - Demonstrating integrity, professional ethical behavior and accountability
 - Creating a social awareness and a social bridge to the broader community
 - Providing instruction using culturally relevant curriculum to bolster students current abilities and leading each student to achieve success
 - Instilling self-esteem, confidence and a positive attitude in every student to help them make a positive and lasting impact
- **Duties and Responsibilities:**
 - Use MN State Standards to write appropriate lesson plans and adaptations
 - Integrate school-adopted curriculum into coherent lessons designed to maximize student’s potential
 - Conduct data driven targeted interventions
 - Develop ability to use and enter grades on the Student Information System’s Teacher Portal
 - Track student assessment progress in Excel and/or other data management tools
 - Participate in all team-wide planning meetings and PLCs
 - Evaluate students using developmentally appropriate methods
 - Understand and implement School-wide Discipline Policy aligned to the Whole Child Model
 - Work with collaborating grade level team to assure student developmental (IEP, ELL, and individual) needs are being met
 - Monitor daily progress of SpEd students in the classroom setting through inclusion, accommodations, and modifications
 - Demonstrate familiarity with Smartboard and document camera technology

- Commit to personal instructional growth through 1:1 coaching with an Instruction Coach
- Other duties as assigned
 - *This position description is not intended to describe, in detail, the multitude of tasks that may be assigned, but rather to give a general sense of the responsibilities and expectations of the position. As the nature of business demands change, so too, may the essential functions of this position.*

Qualifications:

Required Knowledge, Experience and Skills

- Bachelor's Degree
- Current MN licensure in the area of assignment
- Strong relationship building and behavior management skills
- Strong literacy and content knowledge
- Strong ability to collaborate in a fast paced environment and work across lines of difference
- Excellent oral, written and spoken communication skills
- Experience analyzing student data to inform instructional decisions
- Ability to interact well with internal staff, students and parents
- Excellent planning and organizational skills, detail oriented, flexible and able to multitask
- Professional demeanor and appearance with a positive attitude and a sense of humor
- Self-motivated, proactive and resourceful in the completion of work assignments
- Ability to utilize critical feedback for continuous improvement by taking accountability and ownership for work results
- Knowledge of the following computer applications: Google Workspace for Education, Microsoft Office Suite (Word, Excel, Outlook, PowerPoint)
- Ability to qualify upon completion of criminal background and MN disciplinary incidence research

Preferred Education and Experience

- Highly preferred bilingual or multilingual (Spanish, Somali or other)
- Highly preferred minimum of two years teaching

Compensation and Benefits

- \$46,000 – \$90,000 per year based on experience and education
- Medical, Dental, Vision, MN Paid Leave, and Retirement benefit package options
- Complementary Life/AD&D policy, Long Term Disability, Personal Time Off, and Sick Time
- Optional add on retirement and insurance coverage
- QComp goal bonus incentive plan

Evaluation and Review

- Leadership will observe, coach, and evaluate to provide you with both in the moment and reflective feedback using our Definition of Excellence, QComp Rubric and Relay
- Growth opportunities including the following: Leading Professional Development, Serving as a Mentor or Lead Teacher, Peer Evaluation, Summer School Coordination, Coaching, and other opportunities

Application Process

- Please send your resume and cover letter to resumes@hennepinschools.org