



**NATIVITY**  
PREPARATORY SCHOOL

### **4th Grade Lead Teacher**

The 4th Grade Lead Teacher will provide an example of leadership and professionalism which ensures that the Jesuit mission and Ignatian vision of the school are observed in all aspects of the 4th grade classroom. This person is an experienced elementary teacher with a strong background in both literacy and numeracy pedagogy. He or she is highly organized, flexible, patient, confident, and has a thorough understanding and commitment to helping a diverse population of students from an economically challenged community succeed.

This individual must create and maintain a structured and nurturing classroom, facilitating students' transition in the upper elementary grades as part of an eventual transition to middle school expectations and environments. The ability to plan, instruct, and evaluate students academically is essential; the ability to assess students' social, emotional, and spiritual development is critical.

#### *Specific Responsibilities:*

##### Academic

- Develop and deliver lessons in 4th Grade Math, Reading-Language Arts, and Science by setting high expectations and creating relevant, standards-based lessons.
- Serve as an advisor to 4-6 students.
- Communicate with parents/guardians and colleagues about students' total development
- Incorporate current instructional technology to enhance planning, instruction, evaluation, and transmission of student achievement.
- Evaluate and communicate the efficacy of fourth grade curriculum and programs.
- Attend regularly scheduled meetings with parents, whole faculty, departments, and grade level teams to discuss individual student progress and further develop the curriculum. Meetings include a weekly check-in with the Principal.

##### Administrative

- Serve on the Admissions Committee to help recruit, evaluate, and place students in the grade four class.

##### Proctoring

- Supervise students in various activities for 1 period per day.
- Once per week, moderate or coach in the extended day program until 5 p.m.
- Once per week, proctor the evening study program from 5 p.m. to 8 p.m.

*Qualifications:*

- Master's degree in Education or a related field.
- At least three years of experience teaching elementary-age students.
- Familiarity with Jesuit education and/or the Nativity model.

**Interested candidates should send a résumé, cover letter, and three professional references to the principal, Kyle Mullins ([kmullins@nativityboston.org](mailto:kmullins@nativityboston.org)), by Friday, April 26, 2019.**