

Lummi Nation School

Educational Excellence for the Future



2334 Lummi View Drive / Bellingham, WA 98226

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'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Elementary/Primary School Teacher

OPEN: June 29, 2020

EXEMPT: No

SALARY: Lummi Nation Pay Scale DOE

SHIFT: Day

LOCATION: Lummi Nation School

DURATION: SY – 12 Month Teacher Contract

CLOSES: July 14, 2020

JOB CODE:

DIVISION: Education

DEPARTMENT: Lummi Nation School

SUPERVISOR: K-12 Principal

VACANCIES: 2

JOB SUMMARY: To create a flexible elementary/primary grade program and a class environment favorable to learning and personal growth; to establish effective rapport with pupils; to motivate pupils to develop skills, attitudes and knowledge needed to provide a good foundation for education, in accordance with each pupil's ability; to establish good relationships with parents and with other staff members.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, and music to pupils in a classroom, utilizing course of study adopted by the Lummi Nation Education Board, and other appropriate learning activities.
2. Instructs pupils in citizenship and basic subject matter specified in state law and administrative regulations and procedures of the school district.
3. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
4. Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
5. Establishes and maintains standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom.
6. Evaluates pupil's academic and social growth, keeps appropriate records, and prepares progress reports.
7. Communicates with parents through conferences and other means to discuss pupil's progress and interpret the school program.
8. Identifies pupil needs and cooperates with other professional staff members in assessing and helping pupil's solve health, attitude and learning problems.
9. Creates and effective environment for learning through functional and attractive displays, bulletin boards and interest centers.
10. Maintains professional competence through in service education activities provided by the district and self-selected professional growth activities.
11. Participates cooperatively with the appropriate administrator to develop the method by which the teacher will be evaluated in conformance with district guidelines.
12. Selects and requisitions books and instructional aids; maintains required inventory records.
13. Supervised pupils in out of classroom activities during the assigned working day.
14. Administers group standardized tests in accordance with district testing program.

15. Participates in curriculum development programs as directed.
16. Participates in faculty committees and the sponsorship of pupil activities.
17. Follow the Code of Collaboration developed by the LNS.

MINIMUM QUALIFICATIONS:

- Educational Level: K-8 Elementary Education
- Valid Washington State Teacher's Certificate with an endorsement in Elementary/Primary required.
- Must possess a valid Washington State Driver's License and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Physical Activities: Routine physical activities that are required to fulfill job responsibilities.
- Proficient Skills: Communication, instructional strategies that connect the curriculum to the learners, student management.
- Satisfactory recommendations from training supervisors or other professionals who have observed the candidate's personal characteristics, scholastic achievement and job-related performance.
- Demonstrate cultural sensitivity in teaching and in relationships with students, parents, and community.
- Ability to inform, involve, and collaborates with parents and families to build strong school partnerships in the educational process. Establish and maintain open effective communication and good rapport with students, parents and school personnel.
- Ability to maintain confidentiality of records and information.
- Ability and willingness to participate in the Professional Learning Community Process

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or Control over Indian Children and is therefore subject to an extensive Criminal Background Check and CAMIS Check with Washington State Patrol and Federal Bureau of investigation Fingerprint Clearance.
- Must provide verification of employment from other districts/schools.
- Must provide grade transcripts.
- Experience working within the Lummi Community with high-risk youth and families in supplying community support services/referrals; *preferred*
- Must be able to adhere to strict attendance expectations of the Lummi Nation School.
- Proof of U.S. Citizenship.

TERMS OF EMPLOYMENT:

- All elements of this job description apply.
- Academic School Year (12 Month Teacher Contract)
- Salary depends on qualifications.
- 90 Day Probationary Evaluation Period Applies.

EVALUATION

- Performance of this job will be evaluated in accordance with provisions of policy on Evaluation of Professional Personnel.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobNow.php> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.