



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

## **JOB ANNOUNCEMENT**

**JOB TITLE:** High School English Teacher  
Lummi Nation School (LNS)

**OPEN:** August 3, 2022

**EXEMPT:** No

**SALARY:** LNS Teacher Pay Scale

**SHIFT:** Day

**LOCATION:** Lummi Nation School

**DURATION:** Regular Full-Time – 12 Month Teacher Contract

**CLOSES:** August 17, 2022

**JOB CODE:**

**DIVISION:** Education

**DEPARTMENT:** LNS

**SUPERVISOR:** K-12 Principal

**VACANCIES:** 1

**JOB SUMMARY:** To create and implement an effective English program for Lummi High school students. The English Teacher will be responsible for developing in each student an interest in and the ability for creative expression in visual terms, using skills and techniques of artistic expression consistent with school guidelines; to develop artistic understandings and appreciations; to discover and develop talents of students in the field of English/Literature

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

1. Develops an overall plan for the 9-12 English program.
2. Teaches content and skills in English language, literature, and composition, as well as in reading and journalism to high school students, utilizing course of study adopted by the LNEB
3. Instructs students in citizenship, basic communication skills, and other general elements of the course of study common to all teachers, as specified in state law, administrative regulations, and procedures of the school district.
4. Adapts English material and methods to develop relevant sequential assignments that guide and challenge students
5. Determines instructional materials designed to achieve instructional goals and behavioral objectives.
6. Selects books and instructional aids appropriate to the interest and maturity level of students.
7. Encourages students to think independently and to express original ideas
8. Develops standards for critical analysis through group discussions based on a variety of mass media and classical and contemporary literature
9. Establishes and maintains with cooperation of the school administration standards of student behavior needed to provide an orderly, productive classroom environment
10. Writes and implements lesson plans for each instructional period and/or project.
11. Secures supplies needed to carry out the program. Monitors the use of and maintains an inventory of those supplies.
12. Adapts the program where needed to provide for the needs of each student.
13. Coordinates English projects with the classroom teachers to provide for an integrated program
14. Establishes and maintains standards of student behavior consistent with the classroom rules which will achieve a functional learning atmosphere.

15. Communicate with parents relative to the progress of their children and keep them updated on the current art program.
16. Maintain the high level of ethical and confidentiality regarding student information as is expected of fully certified teachers.
17. Participates in any staff meetings, all school in-service training, and all-school activities
18. Teach knowledge and skills in English, including reading, writing and literature
19. Works with students and other classroom teachers in such activities as preparing material for the school newspaper or yearbook, assisting with parent programs, or coordinating entries in essay contests.
20. Provide instruction by which students develop concepts and appreciations and the ability to make qualitative judgments about English
21. Provide individual and small-group instruction to adapt the curriculum to the needs of students with varying intellectual and artistic abilities, and to accommodate a variety of instructional activities
22. Instruct students in proper care and use of tools and equipment
23. Organize storage areas and control use of materials, equipment, and tools to prevent loss or abuse, and to minimize time required for distribution and collection
24. Evaluate each student's performance and growth in knowledge and aesthetic understandings, and prepare progress reports
25. Selects instructional materials, tools, instructional aids, and maintain required inventory records
26. Plan and present English displays and exhibitions designed to exhibit students' work for the school and the community; may sponsor exhibits from outside the school
27. Maintain professional competence through in-service education activities provided by the school and/or in self-selected professional growth activities
28. Communicate with parents and school counselors on pupil progress
29. Participate in curriculum and other developmental programs, such as after school art club
30. Other duties as assigned

#### **MINIMUM QUALIFICATIONS:**

- Bachelor's Degree in English: Master's degree *Preferred*
- Valid WA State teaching certification; English and or Language Arts 9-12
- Experience working within the Lummi Community with high-risk youth and families in supplying community support services/referrals.
- 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 collaborate 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.

#### **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.
- Must be fully vaccinated for COVID- 19 including two (2) doses of a 2-dose series, or one (1) dose of a 1-dose series, plus 14 days beyond the final dose prior to the start date.

#### **TERMS OF EMPLOYMENT:**

- All elements of this job description apply.
- Academic School Year (12 Month Teacher Contract)
- Salary depends on WA State Teacher Pay Scale.
- 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](mailto: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.