

TEACH WITH CENTER CITY PUBLIC CHARTER SCHOOLS AND TOUCH THE FUTURE

JOB DESCRIPTIONS: Music Teacher

Center City Public Charter Schools comprise a collection of six campuses in Washington, DC known for small schools, small classrooms, and big successes. At Center City, we know that teachers are a school's most important asset. Center City creates a community of constant learners with early dismissals on Fridays that are dedicated to professional development. In addition, Center City offers high quality facilities and equipment, small classrooms, and competitive salaries and benefits. We work actively to develop and invest in our greatest asset, our teachers.

A Center City PCS Teacher models a learning environment imbued with high expectations and rigor ensuring that all students realize high levels of academic and character development. Music teachers are expected to plan and instruct collaboratively with classroom teachers to create interdisciplinary learning experiences for students, contribute to Center City's wider learning community and collaborate with staff and families to achieve excellence in character, academics and service for every scholar. In addition to the faculty member expectations described below, there may be additional responsibilities required as scholar needs arise. Teachers report to the school principal.

A Center City PCS teacher is expected to: Create an environment that is rich with high expectations and rigor combining specific and constant reinforcement of scholar work and effort.

1. **Create a classroom culture** that represents Center City's high expectations for every scholar and its core values. Teachers are expected to provide specific and timely feedback on scholar effort, behavior and work quality, practicing Responsive Classroom techniques, displaying recent high-quality student work, and maintaining a classroom that is designed and organized for maximal student learning.
2. Plan and **deliver daily effective differentiated instruction**, based on Center City PCS' rigorous academic standards, student assessment data, and Center City PCS curriculum framework.
 - Work with students in grades PK-8 to help them develop an understanding and appreciation for various types of music, composers, performers, and the impact that music has on history and society.
 - Design a comprehensive program that instructs students in the technical aspects of music, helps students develop basic choral and instrumental skills, and incorporates interdisciplinary projects that connect music with other academic content.
 - Design and implement daily lessons that engage all learners, fit in with a long-term learning plan, follow the Center City PCS lesson plan format, and are aligned with Center City PCS academic standards.
 - Develop and revise clear criteria and standards for quality work and examine student work regularly to ensure that it meets increasingly higher standards of quality.
 - Conduct and organize on-going assessments of student performance using multiple assessment tools including performance assessments, anecdotal records, portfolios, and individualized assessments as appropriate.
 - Plan and direct school performances/presentations that showcase student effort and talent.
 - Direct the school choir, orchestra/band, and music club activities.
 - Plan learning expeditions based on core-content areas, incorporating meaningful fieldwork, service, and the development of high-quality student products.
 - Participate in multi-disciplinary team meetings, STAT and IEP meetings, ESL and other student-centered meetings (as needed).
 - Implement academic, social, or behavioral interventions and accommodations for individual students.
 - Ensure coherence in students' educational programs by coordinating instruction, discussing student work, and sharing best practices with Inclusion, Literacy, and English Language Learner specialists.
 - Collaborate with content-area partners (colleagues, consultants and specialists), teaching fellows where applicable, and inclusion staff in the planning and implementation of learning experiences.

- Use a common lesson plan format, turn-in weekly lesson plans to Principal and collect plans in a format that colleagues (e.g. a teaching fellow, specialist, or substitute) can access easily.
3. **Engage parents and families** in their child's academic success. Keeping with the principle that the primary relationship between the school and a family is through the classroom teacher, teachers are to:
- Foster a relationship with families beginning with an introductory phone call at the start of the year and maintained with a monthly newsletter that keeps parents abreast of classroom activities, academic units, and other announcements.
 - Regularly collect and organize samples of students' work from varied subjects to share with families.
 - Prepare scholar progress reports 4 times per year using standards agreed upon by the Principal and Central Academic Office staff.
 - Conduct conferences with parents 3 times per year for the purpose of sharing assessments, student work, and recommendations.
 - Engage parent volunteers in Center City's "Service" objective as class and project volunteers.
 - Collaborate with other staff to plan family events at the school and citywide.
 - Contact and follow up with families on attendance and tardiness issues in accordance with Center City's school policies.
4. **Participate actively Center City's learning community.**
- Participate in Center City PCS professional development workshops, including the Summer Professional Development Institute (2 weeks for returning staff, 3 weeks for new staff) and ½ Fridays throughout the academic year.
 - Observe other teachers and facilitate observation of own classroom by other staff and administrators.
 - Participate in content-area planning sessions that involve instructional planning, discussion of student work, and curriculum development.
5. **Maintain high professional standards** that contribute to school productivity:
- Maintain an accurate and up-to-date record of student attendance and inventory of classroom materials.
 - Participate and assist as needed in the annual school review process, charter school monitoring, school evaluations, and other school compliance procedures.
 - Participate in interviewing potential, new staff members during the hiring process.
 - Participate and assist as needed in scholar recruitment activities.
 - Participate and assist in administering student placement assessments, including summer testing dates.
 - Follow school-wide procedures for communication, including checking email twice daily, reading staff announcements and checking the mailbox every morning, returning phone calls within 24 hours, and using a calendar system to track appointments.
 - Follow school-wide procedures for attire, behavior, and punctuality. Teacher hours 7:30AM – 5:00PM.
 - Attend and participate in occasional school events outside of regular school hours.

COMPENSATION

Center City PCS offers a highly competitive salary, bonus and benefits package. Center City PCS is an equal opportunity employer.