**NORTH STAR CHARTER SCHOOL JOB OPENING**

**POSITION:** Business Teacher

**FTE:** PART TIME – Entrepreneurship and IB Business Management (two classes – 1/3 contract)

**QUALIFICATIONS:**

Idaho Teacher Certification in Secondary Education.

Bachelor degree required in area of major study.

*Experience teaching this subjects preferred.*

**RESPONSIBILITIES:**

\* To teach IB Business Management class to pupils in a classroom utilizing the course of study adopted by the Board of Education and IBO.

\* To participate in IB Business Management training and curriculum development programs as required.

\* To instruct pupils in citizenship and basic subject matter specified in state law and administrative regulations and procedures of the school district.

\* To develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.

\* To collaborate with teachers to deliver services in the least restrictive environment.

\* To translate lesson plans into learning experiences so as to best utilize the available time for instruction.

\*To establish and maintain standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom.

\* To evaluate pupil's academic and social growth, keep appropriate records, and prepare progress reports.

\* To communicate with parents through conferences and other means to discuss pupil's progress and interpret the school program.

\* To identify pupil needs and cooperate with other professional staff members in assessing and helping pupils solve health, attitude and learning problems.

\* To create an effective environment for learning through functional and attractive displays, bulletin boards and interest centers.

\* To maintain professional competence through in-service education activities provided by the district and self-selected professional growth activities.

\* To participate cooperatively with the appropriate administrator to develop the method by which the teacher will be evaluated in conformance with the district guidelines.

\* To select and requisition books and instructional aids; maintain required inventory records.

\* To supervise pupils in out-of-classroom activities during the assigned working day.

\* To participate in faculty committees and the sponsorship of pupil activities.

**Application available at** [northstarcharter.org](file:///C:\Users\Heidi\Documents\Human%20Resources\northstarcharter.org)

**CLOSING DATE**: Until filled

**CONTACT:** Ms. Melissa Andersen- secondary principal, North Star Charter School

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