



Job Title: Teacher

Date Revised: May 2024

Department: Maternelle / Lower School

FTE: 1.0; **Classification:** Exempt; Salaried

Pay range: Placement on salary scale dependent on experience and education levels

Reports To: Division Head

Job Summary: Teachers at French International are responsible for planning, organizing, developing and implementing curricula within the IB Primary Years Program curriculum framework, to support the mission of the School. Teachers work in collaboration with different stakeholders to address and meet the learning objectives of the school and to create an environment conducive to belonging in all aspects of school life.

Essential Responsibilities:

Planning and preparation for learning

- Teachers plan purposeful, relevant and engaging learning experiences that promote student achievement towards mastery of the school's curriculum framework
- Plan for differentiation of different learning styles with the support of other specialists
- Design and implement instructional plans in accordance with the FI school curriculum
- Creation of assessment opportunities for students to show what they know, understand and can do at different stages of their learning process
- Understand and integrate curricula and integrate it into the PYP units of inquiry

Collaboration

- Collaborate with colleagues in their grade-levels to design intentional and robust learning experiences for students.
- Create and sustain effective and inclusive collaborative relationships with colleagues and staff
- Collaborate with the school counselor in a timely manner to schedule observations and define intentional interventions for student growth
- Exude professional language and conduct in any learning environment
- Work collaboratively with different specialists to understand the type of support students need in the areas of academics, social-emotional or safety

Outreach

- Communicate and interact with different stakeholders in a professional manner, grounded on the FI mission
- Communicate and offer feedback to students that is based on academic goals, social well-being, and skills in a timely manner and exuding a growth mindset
- Communicate with parents in a timely manner, based on data and offer clarity on the learning process of their children

Learning environment

- Create and sustain age-appropriate learning environments where students are safe and have a sense of belonging
- Demonstrate the disposition to scaffold learning objectives and concepts to reach all learners
- Use a variety of captivating teaching methods to offer a robust pedagogical approach to learning

Professional Development

- Engage in informal and formal professional development to advance the mission of the school

Community environment

- Communicate with all stakeholders in a respectful and professional manner
- Supervise safety and well-being of students in all areas of the school environment
- Carry out additional duties as needed by the Division Head when needing support for safety reasons, curricula and after hour events
- Maintain current certifications for Oregon Child Care Division Central Background Registry, Food Handler, CPR/First Aid certifications, and professional development hours in Oregon Registry Online (ORO) - if applicable by division
- Understand the employment and professional expectations outlined in the FI handbook

Minimum Requirements:

- Relevant teaching degree to teach the French national curriculum from a francophone country recognized by FI
- Native language proficiency in the language you will teach

Preferred Qualifications:

- 3 years international teaching experience
- IB Primary Years Programme experience
- Bilingual in French and English (if applicable).

Physical Requirements:

- Mobility sufficient to move about the campus and assure the safety of young children.
- Ability to communicate with children, colleagues, and families fluently in French and sufficiently in English.
- Sight and hearing adequate to perform the duties of the job, ability to communicate clearly in both written and verbal formats.
- The ability to occasionally lift up to 50 pounds and to accomplish frequent bending, squatting, stooping and kneeling.

Skills relevant to the position:

- Management: Detail-oriented, organized, analytical, and solution-oriented
- Communication: Effective written and verbal skills for a professional school environment
- Collaboration: Team player to build on school goals and able to self-monitor and work independently
- Work ethic: Commitment to the FI mission, core values and guiding principles
- Development: Commitment to staying current with new technology, school sponsored or individual

Supervises: None

Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

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