



Nature School at Camp Albemarle

Lower School Lead Teacher Job Description

Position Description: The Lower School Lead Teacher is responsible for a class of up to 15 students with the assistance of a supporting teacher. The lead teacher develops and implements developmentally appropriate lesson plans based upon the provided curriculum for whole class and small group instruction. The lead teacher documents student progress and writes narrative assessments and is familiar with NC State Standards for their grade level. The lead teacher implements Conscious Discipline and Responsive Classroom methods to foster student growth and teach conflict resolution.

M-F | 7:30am to 3:30pm | August 2024-May 2025

Full-time, salaried position

Middle School: Could be part-time, flexible hours with a teacher teaching one or two subject areas for 6th and/or 7th grade.

Posting Date

January 29, 2024

Qualifications

- Love for Jesus.
- Love for nature and excitement about being outdoors.
- Bachelor's degree required; a Bachelor's in Elementary Education or Middle Grades with NC certification, preferred.
- Minimum of three years' teaching experience preferred.
- Team-oriented with a collaborative approach to working with colleagues and parents while also able to work independently.
- Ability to plan lessons, adapt provided curriculum, facilitate project-based learning, and follow students' emerging interests while meeting NC state standards.
- Ability to be flexible, open-minded, and willing to learn new teaching methods.

- Physically capable of performing teaching duties with enthusiasm regardless of the weather (rain, wind, cold, heat) including the ability to walk distances and over uneven terrain, facilitate Sound exploration days and carry a backpack and supplies.
- Passion for working with children as a guide, encouraging them to reach their fullest potential.
- Excellent organizational skills, detail-oriented work style, and strong initiative and motivation.
- Current First Aid with CPR (or able to complete provided training prior to start date).

Responsibilities

Duties with Students

- Create and maintain positive relationships with each student, ensuring student well-being.
- Help students resolve conflict and support their social-emotional development by using the Conscious Discipline and Responsive Classroom approaches.
- Help maintain a safe and developmentally appropriate indoor classroom and outdoor environment that promotes learning and encourages the physical, social-emotional, spiritual, and academic growth of each student.
- Possess familiarity with grade level standards and willingness to learn curriculum.
- Lesson plan and implement the provided curriculum for the major subject areas.
- Prepare classroom and instructional materials.
- Assist with attendance.
- Maintain on-going observations of each student to assess learning, skills, and interests to better meet their needs and maintain accurate documentation of progress, culminating in 3 narrative assessments detailing student progress.
- Oversee students during regular class times.
- Collaborate with supporting teacher to identify student issues and recommend solutions.
- Manage and direct supporting teacher.

Parent Relations

- Be the main point of contact for parent communication.
- Create and maintain a positive, supportive, and professional relationship with parents.
- Maintain confidentiality in terms of students, staff, and parents when communicating with parents.
- Help parents to understand the program philosophy and help find ways to involve families to grow the school community.

Staff Relations

- Establish and maintain a positive relationship of cooperation, communication, and respect with co-workers.
- Contribute to the development of community among staff:
 - Participate in all staff meetings and trainings.
 - Maintain open and regular communication with lead teacher.
 - As a deeply collaborative team, work with all Nature School staff to support and challenge each other as colleagues, mentors, and friends.
- Maintain confidentiality in terms of students, staff, and parents when having discussions with other teachers. Teachers should not have discussions about students with anyone other than the

student's parents, Nature School staff and the Nature School Director. These conversations should only happen with Nature School staff that need to be involved in the discussion.

Professional Expectations

- Positively project the mission, goals, philosophy, and policies of Nature School to parents and community.
- Maintain regular attendance and punctuality and inform the Nature School Director and your lead teacher if you will be late or absent.
- Attend professional development workshops and trainings, when provided.
- Stay up to date on current trends and research in elementary education and nature-based education.
- Complete 15 hours of professional development each school year and maintain NC license, if in possession of one.
- Familiarize yourself with grade level academic standards and developmentally appropriate practices for your grade level.

Other

- Help maintain all school areas including Teacher's Den, dining hall, teacher resource area, and the grade level cabin.
- Understand and be familiar with school handbooks, emergency procedures, and protocol.
- Assist with all school functions including Open House, School Celebrations, Spring Family Festival, spring and fall campouts, and other fundraisers.

Pay and Benefits (please note we are unable to offer health insurance):

- Pay is based on qualifications and experience.
- Pay is salary paid over 12 months, biweekly, and direct deposit for full-time teachers. Part-time teachers make an equivalent hourly wage.
- Paid school holidays while school is in session (part-time teachers get paid for the hours they would normally work during a holiday).
- 5 sick days and 2 personal days each school year.
- 75% off tuition for staff children.
- One free week of summer camp (not adventure camps) for one staff child and 50% off 1 week for additional staff children.
- Training and certification provided in CPR/First Aid.

To Apply

Send letters of interest and resumes to katie@campalbemarle.org. Letters of interest should indicate what position you are interested in and highlight why you want to work at Nature School and your experience with working with children. Letters of interest and resumes will be accepted until the position is filled. Direct questions about the position to the e-mail above. Please do not call or send social media messages regarding this position.