

Lower School (K-5) Spanish Teacher

DEPARTMENT: LOWER SCHOOL FACULTY
REPORTS TO: HEAD OF LOWER SCHOOL
STATUS: FULL-TIME, EXEMPT

Black Pine Circle School is a K-8 independent school in Berkeley, California. For close to 50 years, we have created lifelong learners through an inquiry-based Socratic education that places equal emphasis on academics and the arts. Our Lower School (grades K-5) supports approximately 130 students, and our Upper School (grades 6-8) supports approximately 200 students.

Position Description:

The lower school Spanish teacher (grades K-5) will teach Spanish to all lower school students and collaborate with faculty and specialists to create grade-level appropriate curriculum. A successful candidate will be fluent in spoken and written Spanish, and experience teaching Spanish at the elementary level. This position responds directly to the head of lower school.

Primary Responsibilities:

- Instruct students both individually and in group, adapting methods to meet grade level and varying students' needs and learning styles.
- Develop a curriculum that includes, but is not limited to, grammar and vocabulary, Spanish culture and participation in multilingual communities, which promotes the development of social, emotional, and cognitive skills.
- Develop lesson plans and activities geared towards understanding culture and appreciation of Spanish-speaking countries.
- Develop learning activities that include songs, poems, stories, and art.
- Plan and supervise class projects and other activities to promote learning.
- Observe and evaluate students' progress, providing regular feedback to students and grade-level teachers.
- Meet with parents/guardians and grade-level teachers to discuss students' progress.
- Decorate and maintain Spanish bulletin boards.
- Perform other lower school duties including assisting on field trips, and attending meetings.
- Convey a positive image of Black Pine Circle School when working with students, parents, employees, and the public.

Qualifications and Requirements:

- Bachelor's degree and experience teaching Spanish;
- Fluent in spoken and written Spanish;
- Knowledge of the Spanish language and culture;
- Experience in curriculum design and best practices for foreign language education;
- Ability to teach Spanish to the elementary age group;
- Able to monitor and assess student performance;
- Manage a lower school classroom;
- Ability to work collaboratively with staff, and communicate effectively with students and parents;
- Ability to utilize the appropriate technology to deliver curriculum;
- Knowledge of child development and learning stages;
- Excellent problem-solving, and priority setting skills;
- Ability to maintain a positive and professional attitude.

Working Environment:

Sitting or standing for prolonged periods of time. Light to moderate lifting (up to 50 pounds). Reaching, stooping, pulling, pushing, bending, walking, writing, and keyboarding.

Black Pine Circle School is an Equal Opportunity Employer. We have an ongoing commitment to the creation of a workplace free of discrimination and harassment. We encourage applicants from all cultures, races, ethnicity, sex, religion, ancestry, sexual orientation, gender identity, national origin, age, physical or mental disability, pregnancy, military and veteran status, citizenship status, marital status, genetic information, height, weight, or any other status protected by federal, state, or local law. We are committed to a fair and equitable workplace where everyone is a respected and valued member of the team.