



## Capstone Education Group

### Auxiliary Teacher

#### Position:

Capstone Education Group is looking for an Auxiliary Teacher for the 2018-2019 school year. The Auxiliary Teacher's placement will be determined by increased enrollment in certain grade bands. Until a classroom is assigned, the goal is to learn the instructional strategies, class/school culture approaches, and curriculum (specific to the assigned grade band K-2, 3-5, 6-8) used at CEG schools.

#### Opportunity:

This is a unique opportunity to join the work of expanding three high-performing schools that do whatever it takes to prepare students for college success. In 2012, Capstone Education Group (CEG), and its elementary school, Cornerstone Prep, joined the Achievement School District (ASD), a new program created to transform Priority Schools in the state of Tennessee. Since 2012, CEG has successfully launched two elementary schools and one middle school, been recognized as a TVAAS 5 school, scored in the 90<sup>th</sup> percentile in growth for 3 years in a row on a nationally recognized test and earned double digit gains in proficiency over the prior year on the state assessment. Former US Secretary of Education Arne Duncan recognized the school for outstanding student achievement during his visit to Cornerstone Prep.

CEG teachers enjoy significant support, professional development, planning time and career opportunities:

- There are **3 Directors of Curriculum and Instructions/teacher coaches for every school**, creating significant individual support for every teacher, helping teachers solve classroom problems and grow professionally. Individual and small group PD sessions occur during daily planning periods and school dismisses by 1:15 every Friday afternoon so staff can participate in focused professional development.
- Every school has designated **behavior teams and counselor** to support classroom teachers.
- Elementary school teaching roles include the following benefits: Two full-time teachers in every Kindergarten classroom, departmentalization of subjects (Math, ELA, SS, Sci) in grades 3-5, and one common planning period with grade level peers, every day.
- Middle school teachers enjoy **low teacher-student ratios** (1 adult for every 8 students) and **access to school leaders and coaches** (each coach leads 4 teachers).

Cornerstone Prep and Lester Prep schools will continue to add students in grades K-8 to the existing three schools in and seeks outstanding teammates to lead this work. Please apply soon to be considered for positions in this growing organization.

#### Mission:

Capstone Education Group equips all students with the Wisdom and Knowledge necessary to succeed in college and to become leaders in their community.

#### Job Expectations:

- Participate in daily and long-range lesson and classroom activity planning with an assigned grade band (K-2, 3-5, 6-8).
- Prepare classroom materials and develop activities for classroom teachers as assigned by school leader.
- Conduct learning experiences with individual students and/or small groups of students.
- Assist building teachers in duties relating to supervision of playground, cafeteria, and student transportation, clean-up routines, preparation for conferences and other similar activities.
- Perform unique functions as may be related to the instruction of students.
- Assist at assigned school in daily duties of which may be car duty, dismissal, and/or extra-curricular duties whenever students are involved in school activities.

- Perform other duties as may be assigned.
- Accept open classroom position (specific to the assigned grade band, K-2, 3-5, 6-8) when one becomes available at any time in the school year at any CEG school.
- Willingness to work in an extended day environment
- Other duties as assigned by a supervisor or other member of the organization's leadership team. These duties will be in support of the organization's mission but may or may not be directly related to the other tasks or the job title found on this job description.
- Arrive at work by 7:00am and leave no earlier than 4:00pm Monday through Friday unless otherwise instructed by your supervisor.

## Requirements:

- Active TN Teaching certification
- Bachelor's degree
- Passion to deliver an outstanding education to students from urban backgrounds
- Willingness to "sweat the small stuff" and utilize every minute of every day to accomplish the mission
- An unwavering conviction that all students can achieve at high levels when provided an environment of high expectations
- Growth mindset displayed by openness to feedback and immediate application of that feedback
- Strong communicator who is organized, reliable and detailed and effectively uses data for purposeful planning
- Belief in the CEG mission and best practices as found in the CEG Blueprint
- Value common language, assessments and systems in every CEG school

## Capstone Education Group

- Capstone Education Group leads three neighborhood charter schools: Cornerstone Prep Denver Campus (prek-5), Cornerstone Prep Lester Campus (prek-5) and Lester Prep (6-8).
- Capstone Education Group's Vision: CEG equips all students with the Wisdom and Knowledge necessary to succeed in college and to become leaders in their community.
- Visit [www.capstoneeducationgroup.org/joinourteam](http://www.capstoneeducationgroup.org/joinourteam) to view all of our open positions and for more information on Capstone Education Group and the schools.