



SARALAND CITY SCHOOL SYSTEM

JOB ADVERTISEMENT

The Saraland Board of Education is accepting applications for the following potential certified vacancy for the 2024-2025 school year.

POSITION TITLE: ENGLISH LANGUAGE ARTS TEACHER

QUALIFICATIONS:

- Hold valid Alabama Teaching Certificate.
- Possess experience and training that provides the required knowledge, skills, and abilities to perform the essential functions of the position.

REPORTS TO: Principal

PERFORMANCE RESPONSIBILITIES:

- Embrace and promote the school system's mission, vision, beliefs, and goals
- Understand and assist in upholding and enforcing school rules, administrative regulations, and Board policy
- Participate in the efficient and effective operation of the school and school system, including meetings, assigned duties, and committee responsibilities
- Abide by the standards established for conduct referenced in the *Alabama Educator Code of Ethics* which defines the professional behavior of educators in Alabama and serves as a guide to ethical conduct
- Follow the courses of study approved by the State Board of Education
- Accept no other employment which interferes with the efficient and effective discharge of duties and responsibilities
- Regular and punctual in attendance, follow procedure for recording daily attendance and securing substitutes when needed
- Report to assigned locations at designated times, prepared to instruct assigned students
- Develop and maintain a classroom environment conducive to effective learning within the limits of the resources provided and appropriate to the interests and maturity of the students
- Establish and maintain appropriate discipline in the classroom and assist staff in establishment and maintenance of discipline in the school environment
- Maintain accurate, complete, and correct records as required by law, Board policy, and administrative regulation
- Evaluate student progress on a regular basis and in accordance with the system's established procedures
- Seek assistance of specialists as needed and make referrals when appropriate
- Take necessary and reasonable precautions to protect students and to safeguard all equipment, materials, and facilities
- Work with other staff members in planning school activities, instructional goals, objectives, and methods
- Maintain a professional, cooperative working relationship with colleagues, students, parents, and community
- Promote good public relations for school and school system with the general public
- Engage in professional learning activities to maintain and improve professional competence
- Maintain assigned webpage as a communication tool for students and parents
- Perform extra work-related duties associated with the school's curriculum as necessary to provide a safe, orderly educational environment as requested by the principal



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TERMS OF EMPLOYMENT: Nine (9) month contract or as otherwise approved by Board.

EVALUATION: Performance evaluated in accordance with Board policy.

SALARY: Board approved salary schedule.

All applicants should apply electronically. To obtain an electronic application, visit the HireTrue website at <https://bit.ly/SpartanCareersStartHere> and complete the State of Alabama electronic application.

All positions with the Saraland Board of Education require submission of a copy of current driver's license or valid picture identification, a copy of Social Security card, completion of a TB skin questionnaire, and background clearance through the State of Alabama Department of Education. Certified positions also require submission of valid teaching certificate (Alabama or out-of-state) as well as unofficial transcripts indicating all coursework and degree conferral date(s) from regionally accredited colleges/universities.

ADVERTISEMENT: 12/27/24

DEADLINE TO APPLY: until filled

The Saraland School System is an Equal Opportunity Employer.

No applicant or employee shall, on the basis of race, color, religion, gender, age, ethnicity, marital status, disability if otherwise qualified, political or religious beliefs, national origin, social and family background, or on the basis of the use of a language other than English, be discriminated against by this school system.

The statements above outline the general nature and scope of work performed by individuals in this classification. They should not be interpreted as a comprehensive list of all responsibilities, duties, and skills required. Personnel may be asked to perform tasks outside their usual responsibilities as necessary.