

**Responsibilities in regard to the curriculum:**

1. Class teachers are expected to strive to understand the model of child development that underlies the Waldorf curriculum and, coupling this with study of the curriculum itself, the Curriculum Standards of the school, and an awareness of the class and community attributes, plan lessons for the grade level of their students.
2. Written plans should be prepared each year which include the order of main lesson blocks; goals for the students' development of academic, artistic, physical, and social skills; and daily and weekly class schedules.
3. In addition to main lessons, class teachers are responsible for planning and teaching lessons in form drawing, music, painting, drawing, modeling and skills or practice periods in which the main lesson learning is practiced and reinforced. Class teachers may also be responsible for some handwork or crafts lessons.
4. Main lessons and special classes should be planned and taught such that attention is given to the following attributes:
  - a. balance of thinking, feeling, and willing activities
  - b. the conveyance of enthusiasm for the subject and for learning
  - c. in-breathing and out-breathing rhythm
  - d. a balance of directed and independent work
  - e. presenting the children with challenging, age-appropriate work
  - f. incorporating movement
5. Class teachers are expected to work to deepen their understanding of the curriculum through the anthroposophical study of human development and the evolution of human consciousness, through discussion with colleagues and attendance of courses and workshops.
6. Class teachers are expected to maintain an awareness and an interest in educational and learning developments going on outside of (or parallel to) Waldorf education.

**Responsibilities for the children:**

1. Class teachers are asked to provide for the children a conscious model of responsible behavior that, together with loving authority and discipline, conveys to them a living sense of respect, reverence and gratitude.
2. Class teachers are expected to provide conscientious guidance of their students at all times and extend this to all students by sharing in supervision duties before, during and after school.
3. Class teachers are to develop the ability to work with the class as a whole, while concurrently being aware of (and tending to) individual needs.
4. Observations are to be made of the class as a whole and of individual children and, working with these; the children are to be taken into the teacher's meditative life.
5. The class teacher is responsible for keeping the children's work in an organized manner, developing methods of evaluation of the children's physical, emotional and intellectual development through record-keeping (working with the guidelines of the School).
6. Records are kept when special requests are made to parents or the Student Care Group for meeting a student's needs.

### **Responsibilities to parents:**

1. Class teachers are expected to work with the Registrar, following the school's admission procedure, to interview and admit new students to the class. Home visits are made for new students.
2. Class teachers are expected to interact with parents with honesty, courtesy, warmth and professionalism, working with them to promote awareness and understanding of their child's school experience as well as to foster the parents' development as a supporting and protecting calyx around the development of the class as a whole.
3. Class teachers are to actively employ good communication skills in working with parents. However, if difficulties in communication arise, the teacher is to seek assistance from the Faculty Council or Administrative Chair.
4. Class teachers are expected to conduct Parent-Teacher conferences three times during the year according to the school's schedule, at which time they strive to form a shared vision of the child with the parents, discuss all aspects of the child's progress in school, mutually share concerns and discuss means of working with concerns.
5. Parent Evenings are to be held three times during the year, at which the class teacher is to share news of what is currently going on or planned in the classroom, foster understanding of the Waldorf curriculum through activities or discussion and facilitate any school Board, Development or Committee business that needs to be brought to the parents through Parent Evenings.

### **Responsibilities in regard to the school and colleagues:**

1. Class teachers are to work together with their faculty colleagues -- sharing observations, questions and insights -- to support each other's professional and personal development.
2. Class teachers are expected to take active roles in the administration of the school. After the first year, a class teacher is to work on at least one faculty or Board committee or serve as a faculty representative on the Board of Directors, in addition to taking part in faculty committee work.
3. Class teachers are expected to take part in public relations aspects of the school's work as follows: taking part in at least one information event per year and contributing to the Calyx, the school's newsletter.
4. Class teachers are responsible for the physical environment of their classrooms -- creating a place that is inspiring for learning by giving care to the beauty, artistic aspects, cleanliness and order of the room -- and for the shared school building and grounds.
5. Class teachers are expected to attend weekly faculty meetings, level section meetings and in-service days as scheduled.
6. Class teachers are on campus from 8:00 am – 3:00 pm, Monday – Friday unless scheduled differently.

**Skills and knowledge:**

1. Knowledge and understanding of anthroposophy and the picture of child development it presents.
2. Knowledge and understanding of the Waldorf curriculum and pedagogy.
3. Experience and/or training in teaching children.
4. Good written and oral communication skills.
5. Ability to work in an organized and timely manner.
6. Knowledge and understanding of the particular subject areas being taught.

**Qualities:**

1. Ability to work artistically and creatively with the education
2. Compatibility and interest in community.
3. Demonstrates warmth and humor.
4. Professionalism in speech, dress and manner.
5. Interest in self-development of skills that support the curriculum and good working relations.

**Salary and benefits:**

The base salary for this position in 2017-18 is to be determined but in the range of \$26K - \$27K with a 1% increase in salary for each year completed. For teachers with teaching experience in Waldorf schools, there is an additional 1% per year up to eight years.

A self-funded 24-hour accident insurance is available as well as a hot lunch four days per week.

A modest Professional Development stipend is available as the budget allows.

Personal days granted are 8 per year for a full time position; pro-rated for part time.

Tuition benefit is free tuition for all children for full time teachers; pro-rated for part time.

Evaluations are conducted by the Personnel Committee.