



“Giving meaning to the lives of our children in the present while preparing them to become active citizens in a democratic society”

–Grace Lee Boggs

The Folk Arts-Cultural Treasures Charter School (FACTS) is a K-8 charter school located in the Chinatown area of Philadelphia, Pennsylvania. FACTS provides children with an exemplary education that utilizes traditional arts and cultures found within their own and neighboring communities as the catalyst for critical inquiry and community engagement. FACTS has high academic standards, is community-based, incorporates and respects the lives of students and their families, engages students in understanding their own cultures and communities, and engages students in understanding their role as active participants in working for a just society.

We are currently seeking an Instructional Building Substitute for the 2021-22 school year.

The Instructional Building Substitute will be assigned daily to cover teacher absences. Ideally, assignments will last no more than 1 consecutive week in any one class. They will present and teach subject matter across content areas to students K-8 as outlined on substitute plans by the classroom teacher.

On the occasion when no absence coverage is needed, the instructional building substitute will follow a school provided push-in support schedule. It is likely that this will be primarily in mathematics, science and social studies classes. In this role, they will be responsible for supporting the classroom teacher by providing students with the support and guidance they need to succeed.

The Instructional Building Substitute is expected to challenge, inspire, and actively engage students in their own learning process by teaching both for content and for critical thinking and life character development. Regular and predictable attendance are essential functions of this position.

RESPONSIBILITIES

- Attends work on time on a daily basis ready to complete the tasks and responsibilities of this position
- Deliver substitute lesson plans developed by teachers
- Develop morning meeting and/or community building lessons
- Reinforces lessons presented by teachers by reviewing material with students one-on-one or in small groups
- Enforces school and class rules to support the teacher with classroom management
- Assists teachers in preparing for lessons by getting materials ready and/or setting up equipment
- Supervises students in class, between classes, during lunch and recess, and on field trips
- Implements instructional programs to meet individual needs of students in a manner consistent with FACTS' mission statement
- Maintains a school atmosphere in which human and cultural values are shared to the fullest possible extent, and in which attainment of self-reliance, responsible behavior and a positive self-image are of prime importance
- Develops a cooperative partnership with students and parents based on mutual respect
- Establishes and maintains high standards for pupil behavior to achieve a functional learning atmosphere
- Maintains accurate and confidential records of all assigned students
- Assists with the administration of all state mandated testing including but not limited to the PSSA
- Attends Rtl meetings and collaborates with the Rtl team regarding academic and behavioral interventions
- Attends staff meetings, in-service meetings, team meetings, grade level meetings, and department meetings, as required
- Participates in in-service education activities provided by the school as well as self-selected professional growth activities
- Performs other duties of an adjunct nature, which are necessary to maintain smooth operation of the school
- Proficiency in using basic office equipment and basic computer skills are required.

QUALIFICATIONS

- Understanding of and support for FACTS' mission is required
- Bachelor's Degree is required
- Preference given to those with Pennsylvania Teaching Certification or pursuing certification
- Excellent computer proficiency and word processing skills are required
- Genuine desire to work cooperatively with colleagues and the capacity to work effectively with diverse populations is required

- Fluency in another language in addition to English is a plus

COMPENSATION AND BENEFITS

FACTS offers a generous benefits package, and a safe, pleasant, collegial work environment.

The starting salary for this position is \$33,000 for those with a Bachelors or \$35,000 for those with a valid teaching certificate PA or another state

TO APPLY

To apply, please email your resume and cover letter to jobs@factschool.org. Put the title of the position for which you are applying in the subject line.

FACTS is an equal opportunity employer and does not discriminate based on race, color, religion, age, national origin, ancestry, physical handicap, gender, sexual orientation, limited English proficiency, or any other protected class.