



COLLEGE PREP. LIFE PREP. WE ARE ACT.  
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## Faculty Job Description

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- Do you want to teach scholars who are climbing the mountain to college?
- Do you want to work in a school surrounded by teachers who share your passion and commitment?
- Do you want to make a profound, long-lasting impact on a community?

ACT Charter School is dedicated to finding talented individuals to join our team. We encourage all qualified, eager educators looking to make a difference in young people's lives to apply.

### Current Available Positions:

8<sup>th</sup> Grade Math & Science Teacher

9<sup>th</sup> & 10<sup>th</sup> Grade Science (Integrated Science & Biology)

Special Education Teacher

The mission of ACT is to provide a college-preparatory education to urban youth empowering them to take their place in society as competent, confident, creative, and compassionate citizens of the world. We achieve this mission through our core values of Integrity, Initiative, Perseverance, Teamwork, and Curiosity.

We believe strongly that our success as a school originates with the quality of relationships – both amongst the faculty and between the students and adults, the quality of instruction and the strength of each teacher's practice, and our ability to participate in constant reflection, critical review and growth. We believe ALL of our students will climb the mountain to college and we also believe they deserve a school which allows them to develop and nurture their passions in the arts, communications, and technology.



In August 1997, ACT opened its doors to our initial class of students and we now serve over 320 students in grades 7-12. We are committed to improving the educational opportunities for students from the West Garfield Park neighborhood and surrounding areas. Over 80% of our graduates have successfully climbed the mountain to college.



## Faculty Job Description

A teacher's primary professional responsibility is classroom instruction of ACT students. Classroom duties include, but are not limited to the following:

- Teach standards-based, college preparatory curriculum in at least one core subject area
- Build quality relationships with students
- Develop or modify curriculum to meet students at their level of readiness
- Deliver well-planned, structured, creative lessons, which increase students' academic success, confidence, and college readiness
- Participate fully in the delivery of interim assessments and the curriculum mapping process including the submission of unit plans
- Design and implement classroom assessments that measure student outcomes
- Teach and hold students accountable for the school's culture and standards of behavior
- Proactively manage student behavior with consistent school-wide system
- Grade and return student work in a timely manner
- Maintain consistent contact with parents regarding students' progress
- Manage an advisory and display student work in a high-quality way
- Seek and participate in continuing professional development

Additional professional responsibilities include, but are not limited to the following:

- Attend and participate in faculty and administrative meetings, parent conferences, open houses and other school functions, and in-service training sessions
- Take responsibility for some non-classroom activity which adds value to the school community
- Plan and travel with students on engaging field lessons and college visits
- Fulfill all necessary administrative duties in a timely manner
- Commit to the teacher's agreements in the Commitment to Excellence contract

## Qualifications:

- Bachelor's degree
- An Illinois teaching certificate –or– 1) Current enrollment in a certification program; 2) 5 years of experience in your field of expertise; 3) passing scores on the Illinois certification test of basic skills and subject-matter test(s)
- Previous experience working with diverse students
- Ability and desire to address both content needs and student skill deficits without sacrificing critical thinking
- Ability to work collaboratively with colleagues
- Reflective about teaching practice
- Evidence of continued professional development

## Statement of Non-Discrimination:

The Academy of Communications and Technology is committed to a policy of equal treatment for all individuals applying for employment at our school. ACT does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin.

**Salary and Benefits are competitive.**

**To Apply:** Please forward résumé and cover letter to Rebecca Watson, Principal via email ([hire@actcharter.org](mailto:hire@actcharter.org)) or fax (773-626-4268).