

Kanuikapono Public Charter School • Job Description

Job Title:	Secondary Teacher (Departmental)		
Employment Type:	10-month	Division / Department:	Academic Achievement
JOG code:	50000	Reports to:	Academics Director
Collective Bargaining Unit:	05	FLSA Status:	Exempt
Pay Group / Salary Range:	Based on Qualifications	State Comparable:	Departmental Teacher

Mākaukau: Required Skills, Qualifications, Experience & Education

- Possession of a bachelor's degree from an accredited four-year college or university.
- Possession of, or actively pursuing, a State of Hawaii Teachers Standards Board (HTSB) teaching license in the subject area and grade level for the teaching assignment.
- Subject matter knowledge, and the ability to assess student progress in it.
- Demonstrated awareness of educational programs, goals, functions and activities.
- Knowledge of and experience with student/classroom management techniques.
- Knowledge of common academic, social, and behavioral development.
- Knowledge of and experience with standards-based education implementation, and possess the ability to deconstruct standards in order to deliver and assess learning.
- Ability to read, write and understand oral and written English and/or Hawaiian.
- Successful completion of a mandatory background check.
- Basic understanding of the Hawaiian world view, values and practices.
- Familiarity with and an adherence to current best practices in the performance of one's responsibilities.

‘Ike Pili ‘Oihana: Preferred Skills, Qualifications, Experience & Education

- At least 1 year of K-12 teaching experience with professional educator mentorship.
- Completion of a State Approved Teacher Education Program from a regionally accredited college/university which includes student teaching in a K-12 setting.
- Hold a valid State of Hawaii Teachers Standards Board (HTSB) teaching license in the subject area and grade level for the teaching assignment.
- OR hold a valid Hawaii Qualified Teacher certificate by having a valid HTSB License in any subject area for the grade level assigned, and also meet one of the following requirements: 1) Passed the Praxis Content Exam or other accepted content exam for the subject area and grade level, or 2) Holds a valid National Board Certificate for the subject area, or 3) Earned a college major, or 30 credits in the subject area, or 4) Completed an approved ESSA Hawaii

Qualified Teacher Rubric in the subject area, or 5) Earned a Hawaii issued Highly Qualified Teacher certificate in the subject area.

- Possession of a master's degree in education or related field.
- Knowledge of and experience with differentiated learning and implementation.
- Knowledge of and experience with the State of Hawaii required common core standards.
- Experience with project- and/or place-based education.
- Experience with charter schools.
- Experience with Hawaiian-focused schools.
- Ability to work amicably with and relate to youth, their family, and fellow personnel.
- Deep understanding of the Hawaiian world view, values and practices.
- Conversational knowledge of Hawaiian language.

Kuleana: Role and Responsibilities

The kuleana of the Secondary Teacher is to plan, organize and implement an appropriate core curriculum instructional program in a classroom learning environment that guides and encourages students to develop and fulfill their potential in accordance with the school's academic plan, mission and philosophy. Responsible for preparing and implementing a full educational teaching plan according to national and State of Hawaii standards fundamental to providing knowledge and instruction to students while also helping them develop their personalities and skills. Looks beyond the walls of the classroom and demonstrates global competence and how their work will expand the impact of students' work to their families and local and global communities. The Secondary Teacher must be passionate for education with an ability to reach out to students and create a relationship of mutual trust. Must know how to organize a class and make learning a challenging yet meaningful process with the goal of helping cultivate student interest in education while being their dedicated ally in the entire process of learning and development.

Examples of Activities, Duties and Responsibilities

- Plans the sequence of learning activities and methods using a teacher's manual, textbook, and other accepted reference and resource materials to achieve national and State standards.
- Teaches students, assesses student's progress, and determines need for review, remediation, progression, or modification of activities or methods.
- Develops schemes of work, lesson plans and tests in accordance with established procedures.
- Instructs and monitors students in the use of learning materials and equipment.
- Uses relevant technology to support and differentiate instruction.
- Manages student behavior in accordance with the rules and disciplinary systems of the school.
- Maintains accurate and complete records of students' progress and development.
- Participates in department, school, district and parent meetings.
- Communicates necessary information regularly to students, colleagues and parents regarding student progress and student needs.
- Requisitions and provides students with a variety of learning materials and resources for use in educational activities that align with and enhance school-assigned curriculum.
- May supervise classroom assistants or probationary teachers as necessary.
- Assists with special school projects, functions and events.
- Other related duties as assigned.

'Ano: Characteristics, Traits & Capabilities

Kanuikapono PCS

Secondary Teacher - Job Description

Page 2 of 4

- Ahonui: Patience, tolerance
- Alaka'i: Leadership, take initiative
- 'Eleu: Ability to train/teach
- 'Imi Na'auao: Seek knowledge
- Ko'iko'i: Passionate

'Imi Na'auao: Philosophy

The purpose of Kanuikapono Public Charter School is to manage and operate a culturally-based Hawaiian-focused charter school that is grounded in Hawaiian pedagogy and innovation with a commitment to Native education and community renewal for Anahola and its families. The mission of Kanuikapono PCS is to nurture lifelong learners able to embrace the world of our ancestors, 21st century skilled with aloha and respect for self, family, community and the environment. We envision a vibrant learning community grounded in Native education, academic rigor and community renewal. The traditions of aloha, kuleana and mālama 'āina are central to the philosophy of the school.

Kuana'ike: Perspective

The five most important Hawaiian concepts to incorporate into this job are:

- Aloha i ke Kula: Demonstrate a love for education
- 'A'ohe Pau ka 'Ike, i ka Hālau Ho'okahi: Respect diversity and embrace various sources of knowledge and expertise; not all knowledge is taught in the same school
- Ho'oulu aku: Inspire others by example
- Kūlia i ka Nu'u: Pursue achievement and excellence; strive to reach the summit
- 'Ohana: The school is a family and models respect and care in all we do with one another

Uku 'Oihana: Compensation (Wages & Benefits)

- Annualized Salary
- Sick and/or Vacation Leave
- Medical, Dental, Vision coverage available through EUTF
- Retirement available through ERS

Ho'ākaaka: Clarification

Possession of the required number of years of experience will not in itself be the accepted proof of qualification for the job. The applicant's overall experience must have been of such scope and level or responsibility as to conclusively demonstrate that applicant has the ability to perform the duties or the job for which applicant is being considered.

All requirements, responsibilities and compensation in this job description are within the confines of and in accordance with the appropriate collective bargaining agreement. Nothing in this document shall supersede the collective bargaining agreement or any supplemental agreements.

The roles and responsibilities, and any optional duties, in this job description may or may not be part of the given job. Job may not be assigned all of the duties listed, nor do the examples herein

necessarily include all the duties that may be assigned. The omission of specific statements does not preclude management from assigning such duties if such duties are a logical assignment for the job.

Kanuikapono PCS is an equal opportunity employer as provided for by state and federal law.