



# Eastbrook Community Schools

*Engage · Achieve · Serve*

## NOTICE OF VACANCY

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**Position Title:** Elementary Teacher

**Location:** Eastbrook South Elementary

**Effective Date:** August 8, 2024

**Application Deadline:** May 8, 2024

### Qualifications:

- Shall possess or qualify for a teaching license in the specific certification area in the State of Indiana
- Shall demonstrate successful training or teaching experience
- Shall possess knowledge and experience in the areas of curriculum and instruction
- Shall possess and demonstrate the leadership skills necessary to fulfill the responsibilities of the position
- Shall possess management and supervisory skills necessary for the fulfillment of assigned duties

### Responsibilities:

- Develop and organize daily lesson plans, which relate to program goals and student needs
- Develop program and learning objectives to guide instructional program
- Be aware of the needs and strengths of students and develop program plans, which will address these needs
- Maintain standards of classroom management and discipline, which emphasize student development of self-discipline
- Maintain efficient and orderly routines of classroom management and instruction
- Provide opportunities for students to lead and assume responsibilities for their stage of development
- Maintain a system of student evaluation and assessment, which communicates progress in an efficient manner
- Meet the needs of various levels of ability and adjust instruction to gain maximum instructional growth
- Incorporate technology in the planning and function of your classroom instruction
- Plan and implement programs and lessons, which incorporate student engagement and active participation in the learning process
- Demonstrate positive and cooperative relationships with other staff members and supervisors
- Demonstrate an understanding and mastery of the essential teaching techniques
- Be aware of the current educational trends and implement new techniques to classroom instruction when applicable
- Demonstrate a sense of responsibility and loyalty toward the operation of the school corporation

- Be aware of school and school corporation policies, which relate to assigned responsibilities and follow established guidelines and practices
- Take the initiative in the fulfillment of school duties and attempt to be dependable, prompt and accurate in the completion of responsibilities
- Attend all building-level meetings and be an active member of the teaching staff
- Assume additional responsibilities as may be assigned

**If you are an interested, potential candidate and would like to apply for the Elementary Teacher position, please email an application, copy of teaching license, copy of transcripts, resume and letter of interest to: *Dr. Miriam Dalton, Principal, Eastbrook South Elementary*, at: [mdalton@eastbrook.k12.in.us](mailto:mdalton@eastbrook.k12.in.us)**

Teacher applications can be found online at: <https://eastbrook.k12.in.us/employment/>

**Eastbrook Community Schools Corporation  
560 S 900 E, Marion, IN 46953  
Phone: (765) 664-0624 Fax: (765) 664-0626  
[www.eastbrook.k12.in.us](http://www.eastbrook.k12.in.us)**