

## Twin Cities German Immersion School Job Description

**Job Title:** Middle School Teacher, German

**Reports to:** MS Dean

**Collaborates with:** Teacher & Staff, Fachschaften

**Schedule:** 9 months, duty days TBD

**Classification:** Salary/Exempt

*Twin Cities German Immersion School (TCGIS) is a Minnesota public charter school serving around 600 students from Kindergarten to 8th grade. TCGIS is dedicated to its mission of "Innovative education of the whole child through German immersion". The school remains the largest German language school in North America and has consistently been among Minnesota's most academically successful schools.*

### **Position Summary:**

A Middle School Teacher is responsible for providing an educational atmosphere where students have the opportunity to fulfill their potential for intellectual, emotional, physical, spiritual and psychological growth. This person is responsible for organizing and implementing an instructional program that will result in students achieving academic success in accordance with Twin Cities German Immersion School policies. Specifically, this role teaches German to 5th-8th grade students who are at a A2/B1 language level and could also provide small group support for students new to the German language.

### **Job Duties:**

- Implements instructional activities that contribute to a climate where students are actively engaged in meaningful learning experiences.
- Identifies, selects, and modifies instructional resources to meet the needs of the students with varying backgrounds, learning styles, and special needs.
- Assists in assessing changing curricular needs and offers plans for improvement.
- Maintains effective and efficient record-keeping procedures.
- Provides a positive environment in which students are encouraged to be actively engaged in the learning process.
- Communicates effectively, both orally and in writing, with students, parents, colleagues, and other stakeholders on a regular basis.
- Collaborates with colleagues to enhance the instructional environment.
- Models professional and ethical standards when dealing with students, parents, colleagues, and community.
- Ensures that student growth and achievement is continuous and appropriate for age group, subject area, and/or program classification.

- Establishes and maintains cooperative working relationships with students, parents, and colleagues.
- Assumes responsibility for meeting his/her course and school-wide student performance goals.
- Demonstrates gains in student performance.
- Participates in professional development activities.
- Meets professional obligations through efficient work habits such as: meeting deadlines, honoring schedules, coordinating work with others.
- Performs other duties and responsibilities as assigned by their supervisor.  
All work responsibilities are subject to having performance goals and/or targets established as part of the annual performance planning process or as the result of organizational planning.

**School Culture:**

- Works collaboratively, build strong professional relationships, listen to multiple views and support solution-oriented practices.
- Establishes a structured, positive, and inspiring school culture.
- Creates a culture of equity that values diversity and inclusion.

**Required Qualifications:**

- Commitment to TCGIS's mission, vision, values & strategic goals.
- Proficiency in German language
- Bachelor's Degree in subject area
- Valid Minnesota teaching license in applicable grade level and subject area (and/or a commitment to work with TCGIS and the State Board of Teaching to receive provisional licensure)
- Eligible to work in the United States (and/or commitment to work with TCGIS to receive a work permit).
- Dedicated, flexible and supportive of charter school concept.
- Must be a passionate, dedicated, and resourceful teacher
- A minimum of one year teaching experience preferred
- Working knowledge of Minnesota Learning Standards

**Preferred Qualifications:**

- Experience in developing and implementing social-emotional learning.

**Working Conditions:**

- Physical Ability: Tasks may involve extended periods of time at a keyboard or workstation.
- Sensory Requirements: Some tasks require visual perception and discrimination.
- Some tasks require oral communications ability.

**Working Hours:**

Regular hours for full-time employees are 7:30am - 3:30pm Monday through Friday. Teachers have one full week off for a fall break, two full weeks off for a winter break, and one full week off for a spring break, along with other federally-recognized holidays.

**Salary/Benefits:**

Salary will commensurate with experience. Teachers who regularly work 30 hours per week are eligible for insurance benefits including medical and dental insurance (premiums paid at 90% by employer), long-term life & disability insurance (premiums paid at 100% by employer).

**How to Apply:**

Interested candidates should submit the following: Cover letter, resume, three references

Send all materials electronically to: [employment@tcgis.org](mailto:employment@tcgis.org)

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