



ACE Preparatory Academy CLASSROOM TEACHER JOB DESCRIPTION

Be a history maker with us.

Our School

ACE Preparatory Academy Charter School was unanimously approved by the Indiana Charter School Board and opened on the Northeast side of Indianapolis on August 1, 2016. ACE Prep began with the simple, unyielding belief that every child deserves an equal chance at a top-notch education. Our leadership has designed a free, public school that puts every scholar on the path to college unlike any other in Indiana.

Our Mission

Through rigorous academics, positive character development, and excellence in everything we do, ACE Preparatory Academy Charter School educates all Kindergarten through Grade 5 students for school success and lives of opportunity.

At ACE Prep, we count on every adult to exhibit our **BE GREAT** core values:

- Act with **Bravery** - We speak up when we don't know something or think we're heading in the wrong direction. Even when the right thing is difficult, we do it.
- Operate with **Endurance** - We never give up on scholars and believe in the power of ALL.
- Own your **Growth** - We thrive on reflective feedback from observations and individualized coaching.
- It's Our **Responsibility** – We believe every adult is responsible for every scholars' success.
- Bring your **Enthusiasm** – We make school cool and create a joyful, engaging learning environment.
- Make **Achievement Real** – We hold an unyielding commitment to closing the achievement gap.
- Join the **Team** – We are active participants in collaborative curriculum development, grade-level activities, and school-wide functions.

Position Summary

ACE Prep is seeking a passionate educator who recognizes the unique opportunity to be part of a talented, committed team. Classroom teachers will (a) build and maintain strong relationships with scholars and families that align with the mission and vision of ACE Prep, (b) ensure academic and behavioral goals are met for each student, (c) incorporate the best-practices and trainings developed through extensive professional development, and (d) spearhead other efforts in the classroom and the community in direct collaboration with the Principal.

The Responsibilities

Key Responsibilities in the Classroom

- Internalize, individualize, and execute rigorous lesson plans with speed and precision
- Engage in an ongoing data-driven cycle of assessment, analysis, and action
- Deepen own knowledge of best practices in instructional methods aligned to scholar needs
- Teach whole group, small group, and individual lessons with joy, rigor and urgency
- Provide consistent rewards and consequences for behavior using a normed system
- Assist in the development of key curricular documents and implement with fidelity
- Participate in, and seek out, professional opportunities to deepen own instructional practices

Key Responsibilities as a Teammate

- Do whatever it takes to achieve the mission of ACE Prep
- Write rigorous weekly lesson plans that are shared across the grade level
- Participate in an annual staff orientation and training prior to school's opening
- Demonstrate leadership through creative problem solving and by taking the initiative
- Commit to teach an extended daily schedule (scholar day is from 8:30am – 4:00pm)
- Build strong, dependable attendance patterns (a teacher's day is from 8:00am - 4:15pm)

Key Responsibilities with Scholars & Families

- Proactively communicate with families through daily communication
- Build enduring relationships with students and their families
- Educate families about advocating for their child's success
- View families as partners – actively engage families in their child's learning

Qualifications of an ACE Prep Teacher

- Mastery of and enthusiasm for grade level and academic content (required)
- Valid Indiana Teaching License (required)
- Bachelor's degree (required)
- Valid background check passed (required)
- Minimum of one year working in urban education with a history of significant gains in student performance and/or growth (preferred)
- Special education, Literacy/Reading, ESL, Early Childhood endorsement (preferred)

The Compensation

Within an energetic, focused, and detail-oriented start-up environment, we equip staff with the tools needed to succeed, including a dedicated professional workspace and resources, laptop computer, high-speed internet access, and necessary classroom supplies. Our salary is competitive, commensurate with experience, and includes benefits.

Commitment to Diversity

ACE Prep is actively seeking to build a diverse and experienced team. As an equal opportunity employer, ACE Prep hires without consideration to race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, veteran status, or disability.