

WAVERLY COMMUNITY SCHOOLS

Position Announcement

Job Title:	Secondary Spanish Teacher 2025-26		
Location:	Waverly High School	Start Date:	August 2025
Salary Range/ Level:	\$45,456- \$86,442 - As per the salary schedule contained in the WEA Master Agreement	Terms of Employment	School Year
Date Posted:	March 10, 2025	Application Deadline:	April 24, 2025 @ 4 pm
Application Process:	A COMPLETED ONLINE APPLICATION IS <u>REQUIRED</u> . (See application instructions at 2025-26 Secondary Spanish Teacher) Resume and cover letter may be: • Attached within the online application (preferred) • Faxed: (517) 321-8577 • Mailed: Waverly Community Schools, 515 Snow Rd., Lansing, MI 48917		
Job Description			
<u>ESSENTIAL JOB FUNCTIONS</u> <i>Essential functions under the Americans with Disabilities Act may include any of the following duties, knowledge, and skills. This list is illustrative only and is not a comprehensive listing of all functions and duties performed by employees in this position. Regular on time and in person attendance is an essential function of this job. Other essential functions may include, but are not limited to the following:</i> Instructional Responsibilities: • Plan, prepare, and deliver engaging Spanish language instruction aligned with Michigan state standards and curriculum. • Utilize a variety of instructional strategies, including differentiated instruction, to meet the diverse needs of students. • Assess student progress through formative and summative assessments and adjust instruction accordingly. • Integrate technology and digital resources to enhance language acquisition and cultural understanding. • Foster an immersive learning environment that encourages students to develop speaking, listening, reading, and writing skills in Spanish.			

Classroom Management & Student Engagement:

- Establish and maintain a positive and inclusive classroom environment that promotes respect and cultural appreciation.
- Implement effective classroom management strategies to ensure a safe and conducive learning environment.
- Encourage student participation and engagement through interactive and communicative activities.
- Communicate high expectations for student learning and behavior.

Collaboration & Professional Responsibilities:

- Work collaboratively with colleagues, administrators, and support staff to enhance student learning.
- Participate in professional development opportunities to stay current on best practices in world language instruction.
- Communicate effectively with students, parents, and guardians regarding academic progress and classroom expectations.
- Maintain accurate and timely records of student attendance, grades, and performance.

School & Community Engagement:

- Promote cultural awareness and appreciation by organizing or supporting language and cultural events.
- Uphold school policies and contribute to the overall mission and goals of the school and district.

Additional Responsibilities:

- Perform other duties as assigned by the administration to support the school's educational mission.

QUALIFICATIONS**Education and Experience:**

- Bachelor's degree.
- Current appropriate Michigan teaching certification.

Preferred Qualifications:

- Successful teaching experience in secondary Spanish

Knowledge, Skills and Abilities:

Ability to establish and maintain effective working relationships with students, staff, and the school community. Ability to speak clearly and concisely both in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to demonstrate the character traits of respect, responsibility, honesty, and caring when interacting with staff, students, and community members.

ADA REQUIREMENTS

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is required to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk, hear (in a quiet or noisy environment). Specific vision abilities required by this job include close vision, distance vision and ability to adjust/focus.

WORK ENVIRONMENT

The noise level in the work environment is usually loud to moderate. Work is performed indoors although there will be required outdoor activities.

MENTAL FUNCTIONS

While performing the duties of this job, the employee is required to compare, analyze, communicate both orally and in writing, copy, coordinate, instruct, compute, synthesize, evaluate, use interpersonal skills, compile, and negotiate.

Notice of Non-discrimination

Non-Discrimination

The Waverly Community Schools will not discriminate against any person based on race, sex, sexual orientation, gender, gender identity and expression, height, weight, color, religion, national origin, age, marital status, pregnancy, disability, veteran, or military status.

Americans with Disabilities Act accommodations: Assistance with the application process may be requested through the Human Resources Department at [\(517\) 319-3031](tel:5173193031) or msavage@waverlyk12.net.