



Classroom Co-Teacher

Urban Academy of Greater Pittsburgh Charter School

TITLE: Co-Teacher

REPORTS TO: Assistant Principal

JOB FUNCTION: The Co-Teacher will provide strategic support to classroom teachers by working with students who are falling behind or struggling academically or as assigned by the classroom teacher. He or she will work with students, both directly and indirectly, to provide academic support; they will work with multiple students each day and on occasion will be required to lead instruction. They will work with students grades K-5 and work very closely with the classroom teacher and principal.

DUTIES and RESPONSIBILITIES

- Works with students, teachers, and other faculty to create strategies that promote a greater chance of academic success for students.
- Helps implement intervention and advising strategies for students.
- Addresses poor habits relating to time management, lack of motivation, academic deficiencies, and issues with goal setting.
- Helps students develop learning preferences for more effective studying.
- Assists teachers with preparing students for standardized testing.
- Helps teachers and other staff in the identification of students who would benefit from intervention and enrichment.
- Utilizes effective tutoring to help students correct their issues with learning.
- Assists specials and other academic subjects with lessons when applicable.
- Establishes positive relationships between students, teachers, parents, principals, guidance counselors and others in order to ensure a collaborative effort.
- Required to track and input attendance into the student information system

KNOWLEDGE, SKILLS and ABILITIES

- Demonstrates the ability to work with children of all ages who are dealing with various learning troubles.
- Possesses excellent teaching skills and the ability to intervene when children fall behind their peers academically.
- Exhibits outstanding organization and time management skills for managing a large workload.
- Displays highly effective communication skills geared to various age groups.
- Is able to work well independently and with limited supervision.
- Possesses the ability to make decisions based on factual evidence and observation.

- Demonstrates the ability to use multiple techniques to help students develop study, learning and testing skills.

EDUCATION and EXPERIENCE

In order to work as a Co-Teacher, the applicant must have completed at least two years of post secondary study (60 credits) or an associate degree. At least one year of experience in a setting involving direct contact with children is preferred. Possessing a Pennsylvania primary education teaching certification is a plus.

URBAN ACADEMY STATEMENT

Urban Academy will be a POWER model for urban primary education and provide an unprecedented combination of academic excellence, cultural energy, and broad educational access.

SALARY

Salary starts at \$35,000 annually.