



MS Writing Specialist

Responsibilities:

- Plan, evaluate, and implement curricula and lessons to meet writing standards and inspire writers;
- Design and implement assessments that measure student performance and monitor student progress in meeting writing standards;
- Observe and evaluate students' performance and potential;
- Be accountable for student's mastery of writing standards;
- Establish long-range objectives for lessons and projects and specific strategies and actions to achieve them;
- Maintain writing portfolios of students' work in order to show students' overall progress;
- Create a motivating and stimulating writing environment;
- Confer in written and oral form with students and parents to foster a constructive/positive student-teacher and parent-teacher relationship;
- Accurately maintain appropriate student records and submit required reports within designated time limits;
- Prepare and maintain written daily lesson plans;
- Participate in collaborative curriculum development, grade-level planning and activities, staff training, faculty meetings and extra-curricular events as designated by Administration;
- Demonstrate warmth, friendliness, and sensitivity to the unique needs and feelings of middle school students;
- Engage in professional growth activities.

Knowledge of:

- Writing principles, methods, and techniques pertaining to teaching and instruction of middle school students;
- Academic, social, and behavioral characteristics of middle school students;
- Educational curriculum and instruction goals and objectives pertaining to a middle school writing program;
- Behavioral management and behavior shaping strategies, techniques and methods, and conflict resolution procedures.

Qualifications:

- Drive to improve the minds and lives of students in and out of the classroom;
- Mastery of and enthusiasm for writing with middle school students;
- Proven track-record of high achievement in the classroom;
- Evidence of self-motivation and willingness to be a team player;
- Drive to pursue professional growth and meet the role-model standards of a professional educator;
- Possess strong interpersonal communication skills;
- Is detail oriented and organized;
- Holds a Bachelor's degree in middle school education preferably;
- Has a valid Georgia teaching certificate;
- Experienced educator.

Please note this is currently a part time position.

Candidates:

Please fill out our application off of our website, as well as submit a resume and cover letter indicating interest to:

Mrs. Theresa Tamel

Principal

Cornerstone Christian Academy

ttamel@cornerstonecougars.net

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