



Amana Academy is seeking educators with a sense of adventure and curiosity to work in a diverse, supportive and collaborative environment with a “We are Crew” mindset. Established in 2005, our demonstrated track record of empowering students to do more than they think possible has resulted in Amana being among the most well-regarded public charter schools in the state of Georgia.

We use the Harvard-based [EL Education](#) model as the foundation for our cross-curricular STEM program powered by design thinking. EL provides a holistic framework for measuring student success, placing as much emphasis on character development and quality craftsmanship as it does on academic achievement.

Our flagship campus is located in Alpharetta and is authorized by Fulton County Schools and the Georgia Department of Education. It is open to students in grades K-8 who reside in the Fulton County Schools district. Our West Atlanta campus, opened in August 2022, is located in Mableton and is authorized by the State Charter Schools Commission. It serves students in grades K-4 residing in the state of Georgia, and is planned to expand each year. Both campuses are tuition-free.

**AMANA ACADEMY, INC.  
JOB DESCRIPTION**

**Job Location:** Amana Academy - Alpharetta Campus  
**Job Title:** Early Intervention Teacher - Reading  
**Department:** Teacher  
**Reports To:** School Principal or Appropriate Designee  
**Status:** Full Time Exempt  
**Work Schedule:** 190 Workdays  
**Start Date:** TBD

**DOING WORK THAT MATTERS**

The EIP Teacher will specialize in using strategies to help meet students’ needs where gaps exist in the area of Reading.

This teacher plans, and provides for appropriate learning experiences for students by providing an atmosphere and environment conducive to the intellectual, physical, social and emotional development of individuals to ensure Success for Every Student. In partnership with the School Principal and MTSS Coordinator, the EIP Teacher will develop, select and modify instructional plans and materials to meet the needs of all EIP students. The EIP teacher will monitor and evaluate student outcomes, course correcting as necessary to achieve desired results; maintain appropriate records; follow required procedures and practices; communicate and interact effectively with students, parents, staff and community.

## ESSENTIAL DUTIES

- Provides the names of EIP students to the principals and data clerks at the start of the year
- Conducts small group instruction daily to assigned students according to the school's approved model and EIP schedule
- Provides principal, teachers, and district MTSS coordinator with a detailed EIP schedule
- Maintains accurate and up-to-date data including but not limited to progress monitoring, benchmark results, differentiated lesson plans
- Analyzes assessment data weekly to target explicit, systematic, small group instruction and to plan for continuous improvement for each student, subgroup of students, and the school as a whole
- Provides the principal and MTSS coordinator with weekly differentiated lesson plans
- Aligns instruction with Georgia Performance Standards, County and School expectations for learning
- Plans regularly with regular education teachers to design, monitor, and revise instruction to ensure that students are progressing toward the standards
- Charts and documents the growth of each EIP student's data based on the instruction provided using a balanced assessment system (diagnostic, performance, formative, summative, academic prompts, etc.)
- Conveys high expectations for student achievement through instructional goals, activities, interactions, and environment
- Supervises students and maintains discipline at all times
- Reviews reporting prior to each FTE count to ensure proper coding in the student information system for students receiving EIP services
- Adheres to GDOE guidelines for serving EIP eligible students
- Protects the confidentiality of student information
- Interacts positively with students and teachers
- Provides instruction in a safe and orderly environment, maximizing instructional time

## ADDITIONAL RESPONSIBILITIES

- Attends meetings, training workshops and educational conferences to maintain and improve professional competence.
- Demonstrates advanced proficiency with various computer-based software (SIS, Microsoft Office, Graphing Tools, Data Dashboards)
- Prepares adequately for responsibilities to be assumed when absent
- Avoids behaviors which detract from staff morale
- Performs other duties as assigned by the appropriate administrator
- Required to have prompt, regular attendance in-person and be available to work on-site, in-person during regular business hours and as needed.
- Assists administrators and other staff members in the orderly, expedient and safe transition of students from one location to another.

## WHAT YOU NEED TO SUCCEED (MINIMUM QUALIFICATIONS)

- Knowledge of K-8 Curriculum, research based math interventions, data collection and research based instructional practices
- Education: Bachelor's Degree or beyond from a regionally accredited university required
- Certification/Licensure: Valid Georgia Professional Standards Commission Certification in applicable field required, or must be eligible to hold a valid Georgia Certificate. Leadership certificate or related certifications preferred
- Experience: Minimum 5 years of experience as a teacher, school counselor or instructional coach required. (Advanced training and/or minimum 2 years of experience implementing Response to

Intervention models and programs or Minimum 2 years as a school-based MTSS (RTi)/SST Chair preferred.)

- Skills/Abilities:
  - Ability to promote 'the right kind of energy' to foster a positive school climate
  - Strong mediation and conflict resolution skills are desired
  - Strong knowledge in social and emotional learning research, evaluation, strategies, theories, techniques, and methods of instruction for the district.
  - Understands the five social and emotional learning core competencies.
  - Has successful experience designing and delivering professional development.
  - Ability to engage a variety of stakeholders.
  - Ability to work independently and in collaboration with other teams.
  - Possesses strong interpersonal skills and the ability to create productive and healthy relationships.
  - Ability to promote and follow Board of Education policies, Superintendent's initiatives and directives, Amana goals, priorities, and procedures
  - Must be able to communicate effectively with students, staff, and community
  - Allocates time and resources effectively
  - Respects confidentiality
  - Strong knowledge and skill in problem solving processes
  - Computer and technology skills
  - Excellent organizational and leadership skills
  - Excellent communication skills both written and verbal

## ENVIRONMENT

- **Working Conditions for Amana's Alpharetta campus:**
  - Amana's flagship campus is located in a renovated shopping plaza, minutes from Alpharetta City Center and City Hall
  - The building sits adjacent to 92-acre Wills Park, and teachers are expected to integrate this beautiful resource into daily activities, classroom instruction and expedition work where possible. Amenities include:
    - Walking Trails
    - An outdoor classroom
    - Playgrounds and fields for recess
    - Public art displays
  - Staff must be comfortable teaching and leading students in both an indoor and outdoor setting.
  - Staff must possess and demonstrate an innate comfort with flexibility and being able to adapt to new circumstances.
- Physical Demands:
  - Ability to lift and carry 30-50 pounds with assistance
  - Ability to push or pull a maximum of 50 pounds
  - May require stooping or crouching

**APPLICATION INSTRUCTIONS:** IMPORTANT: Please follow this format for efficient consideration.

1. Email [jobs@amanaacademy.org](mailto:jobs@amanaacademy.org) Be sure to put your LAST NAME and TEACHING POSITION you are applying for in the Subject line; eg, "Smith Elementary Classroom Teacher"
2. In the cover letter, indicate how your past experiences connect with EL Education principles ([eleducation.org](http://eleducation.org)) and the Amana vision, mission and guiding principles (<https://amanaacademy.org/about/vision-mission/>).
3. Attach your current resume.

*Amana Academy is an equal opportunity employer. Amana Academy does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.*