



PUEBLO OF ISLETA
HUMAN RESOURCES DEPARTMENT
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VACANCY ANNOUNCEMENT
****Continuous Applicant Pool****

POSTING NO: 072-15

OPENING DATE: 05/04/2015

CLOSING DATE: Continuous

POSTED: In & Out

POSITION: Elementary Teacher
PAY GRADE: T1, T2, T3
FLSA STATUS: Exempt
DEPARTMENT: Isleta Elementary School
REPORTS TO: Principal

ELEMENTARY TEACHER (Continuous Applicant Pool)

This position is located at the Pueblo of Isleta Elementary School. Provides instruction for elementary students. Plans, implements and evaluates instructional activities to improve student success

Minimum Qualifications/Requirements:

- NM Teaching Certification I, II or III in Elementary Education
- Three years progressive work experience in a classroom preferred

Knowledge, Skill and Ability Requirements:

- Knowledge of traditional form of government and pueblo customs and traditions
- Knowledge of applicable federal, state, county and local laws, regulations, and requirements
- Knowledge of records management procedures
- Knowledge of the principles, practices and methods of curriculum development
- Knowledge of the principles, practices and methods of Special Education curriculum
- Knowledge of childhood development, diet, and nutrition guidelines
- Skill in operating various software programs and technological devices
- Skill in classroom management
- Skill in preparing reports and correspondence
- Skill in directing the activities of groups of children; evaluating progress, and maintaining an orderly classroom
- Skill in writing lesson plans and using curriculum guides
- Skill in analyzing problems, projecting consequences, identifying solutions, and implementing recommendations
- Ability to communicate effectively in the English language, both verbally and in writing
- Ability to interact and maintain good working relationships with individuals of varying social and cultural backgrounds
- Ability to supervise and ensure a safe learning environment for children

- Ability to adapt curriculum to meet the needs of all children including at-risk, special needs, gifted, and culturally diverse populations

Other Requirements:

Individual selected is subject to the following:

- Must be able to pass a TB screening
- Valid New Mexico driver's license with ability to meet Pueblo of Isleta liability insurance requirements and maintain eligibility for insurance
- Satisfactorily pass a background investigation, with NO prior convictions of any felonies
- Must comply with the Pueblo of Isleta Drug Free Workplace policies.

PREFERENCE: Tribal preference and Native American Indian preference applies to all Pueblo of Isleta positions.