

Job Posting for Full Time Elementary Teachers

Abu Bakr Education Academy is an establishment dedicated to providing quality education within an Islamic setting. We conduct classes from JK to Grade 7, following the Ontario Curriculum and taught by Ontario Certified Teachers. We are seeking dynamic and enthusiastic elementary grade teachers to join our team for the 2017-2018 School Year.

Job Duties Include:

- Create and Implement approved lesson plans in all required class subjects while adhering to Ontario Ministry Curriculum guidelines.
- Incorporate Islamic material in a cross curricular manner, in day to day subjects.
- Teach physical and modified health education.
- Assign homework on a regular basis and ensure students use agendas daily.
- Provide yard duty and supervision throughout the day. Oversee students during prayer times.
- Effectively evaluate, assess and monitor the progress of each student in your class using tests, assignments, homework, and reports.
- Implement EQAO testing for grades 3 and 6.
- Communicate student achievement three times per year, using Ministry approved reporting methods.
- Create monthly class newsletters to disclose class goals, objectives and outcomes to parents.
- Post student work regularly both inside and outside of the classroom.
- Maintain student work in a filing system.
- Use prep time effectively to work on classroom related matters.
- Provide emergency lesson plans to the office in a timely manner (e.g. monthly)
- Participate in regular fire and lock down procedure drills.
- Be readily available for annual evaluation by Principal or designate.
- Perform other duties as assigned by the Principal.

Qualifications/Skills/Experience:

- Available full-time commencing August 28th, 2017.
- **Must be** a member of the *Ontario College of Teachers*-qualified to teach primary to junior students.
- **Must have** classroom experience teaching students in elementary grades (JK-8).
- Familiarity with Trillium Approved subject textbooks, workbooks and teacher resources.
- Proficient with Microsoft Office (Outlook, Word and Excel, and PowerPoint) and internet.
- Excellent communication and writing skills.
- Good organizational skills and ability to work as a team player.
- Strong analytical and problem solving skills.
- Ability to set priorities, meet deadlines and handle a high volume of work.
- First Aid-CPR is an asset

Successful candidates must provide Abu Bakr Education Academy with *OCT certification* and a recent *Vulnerable Sector* Police Reference Check, in accordance with the School's Child Abuse/Sexual Abuse Prevention Policy.

Qualified applicants should direct applications stating qualifications, experience, and two references, to info@abubakracademy.ca and include "**Academic Teacher – 2017**" in the subject line of your email.