



# Crowden

*Music changes everything*

## The Crowden School: Part-time French Teacher, grades 6–8

*The Crowden School seeks a part-time French Teacher to begin in Fall 2021.*

*Crowden is committed to creating a diverse environment and is proud to be an equal opportunity employer. We value an inclusive community of students, parents, faculty and staff, and supporters, celebrating our many differences and uniting in our shared love of music of all kinds and origins. Crowden does not discriminate on the basis of race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. Applicants from diverse backgrounds are strongly encouraged to apply.*

### **BACKGROUND:**

The Crowden School, a coeducational day school for grades three through eight, provides a distinguished education with chamber music at the core. Founded in 1983 by Scottish violinist Anne Crowden, The Crowden School is the flagship program of the Crowden Music Center, a non-profit organization that combines music and education to nurture, develop, and inspire students of all ages. Altogether, Crowden serves an annual audience of 12,000 with a rich array of music classes, workshops, events, and concerts.

### **POSITION SUMMARY:**

Reporting to the Principal, the French Teacher is responsible for instructing small groups of motivated students in grades 6-8 in introductory French, aiming to inspire an appreciation for French language and culture.

The French Teacher position requires experience teaching French, ideally with an emphasis on project-based learning. Strong classroom management skills are a necessity when working with a middle school population.

A flexible disposition to accommodate special music performances and events as they arise throughout the school year is a must.

Classes typically meet 3 times per week in 45-minute periods.

### **DUTIES AND RESPONSIBILITIES:**

Teach an introductory French curriculum appropriate to the learning needs of the students in the class.

Differentiate instruction as required to teach to a range of intelligences and learning styles, applying a variety of assessments to measure student mastery and progress.

- Communicate effectively with students and parents. This includes, but is not limited to:
  - Contacting students and parents when needed.
  - Responding to parent communications as soon as possible, ideally within two business days after the initial contact.
  - Maintaining office hours as needed.
  - Reporting parent and student issues to the Principal and/or School Counselor as appropriate.
- To ensure effective administrative oversight and transparent communications with parents, make use of the online Student Information System in a comprehensive timely manner. Each of the following should be done weekly, at a minimum:
  - Post all assignments
  - Enter grades
- Complete grade reports at the end of each semester, submitting them by the given deadline.
- Participate in professional development opportunities as provided.
- In collaboration with the Principal, develop and manage a budget for necessary classroom materials and supplies.
- Maintain up-to-date inventory of instructional materials.
- Attend faculty meetings and Parent-Teacher Conferences, and other meetings as required.
- Supervise children during lunch and/or recess, as assigned.
- Maintain professional standards of conduct, respect, and collegiality.
- Other duties as assigned

### **QUALIFICATIONS:**

- B.A. or equivalent. Credential desired but not required.
- Teaching experience with elementary school age group.
- Employment dependent on satisfactory completion of background check and TB test.

**FULL-TIME EQUIVALENCY: 35%**

**COMPENSATION: \$19,000 minimum; can be raised with additional responsibilities**

**TO APPLY:**

Send cover letter and resume by March 15, 2021 to:

Brad Johnson,  
Principal  
The Crowden School  
1475 Rose Street  
Berkeley, CA 94702

[bjohnson@crowden.org](mailto:bjohnson@crowden.org)

No phone calls please.