**July 2021**

**Job Description**

Manzanita Charter School is a parent co-operative public charter school serving a diverse student population in Richmond.  Now in our 20th year, we are the proud recipient of the California Distinguished School Award and were voted Best Charter Middle School in Contra Costa County in The Parent’s Press.  
  
Our families and students value our developmentally appropriate curriculum, nurturing environment, and experiential focus for learning.  Our faculty and staff members value their opportunities for collaboration and experimentation, and the high level of opportunity for family involvement and support.  
  
Responsibilities:  
• Curriculum development and implementation for 6th Grade English & History  
• All aspects of setting up and running the classroom   
• Classroom instruction  
• Student assessments/evaluations and parent teacher conferences  
• Regular communication with staff and parents including weekly staff meetings, membership meetings and Board meetings  
• Various aspects of school administration  
  
We are seeking an energetic candidate who

• Has a valid California Multiple Subject Credential  
• Has excellent communication skills with both students and adults  
• Values and enjoys collaboration with teachers, administrators and parents  
• Has a warm and energetic personality and a good sense of humor  
• Is self-directed, flexible and motivated  
• Experience with middle school aged students a plus  
• Bilingual Spanish a plus  
• Charter experience a plus

This is a full-time job.

Benefits include medical, dental and vision (employee covered at 100% / dependents covered at 50%).  All teachers at Manzanita participate in the excellent STRS retirement fund and enjoy a safe supportive environment and a strong voice at the school.

Interested candidates should email a resume, cover letter, and credential details to:  [hiring@manzy.org](mailto:hiring@manzy.org)

**Requirements / Qualifications**

Resume Cover Letter California Teaching Multiple Subject Credential preferred Interns are encouraged to apply

**Comments and Other Information**

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