



**An Invitation to Apply for the Position of  
Lead Teacher**

***Girls Prep Lower East Side Elementary and Girls Prep Bronx Elementary  
Charter Schools  
New York, NY***

**Search Summary**

Public Prep is a network of college-preparatory charter schools committed to scholarship, merit, citizenship and responsibility. We equip our students with critical-thinking skills and a strong character, preparing them to pursue their passions and achieve academic excellence with enthusiasm and integrity.

Public Prep currently comprises three schools — Girls Prep Lower East Side, which serves 235 students in grades K-4 and is the first public all-girls charter elementary school in New York; Girls Prep Middle School, which opened this year in the fall of 2009 and serves 25 students in grade 5 and will grow one grade level per year to eventually serve 300 students in grades 5-8; and Girls Prep Bronx, which opened this year in the fall of 2009 and serves 132 students in grades K-1, and will grow one grade level per year to eventually serve 400 students in grades K-5. We also plan to open Boys Prep in 2011, starting with grades K-1.

Public Prep seeks outstanding Lead Teachers for Girls Prep Lower East Side and Girls Prep Bronx Elementary Charter Schools for the 2010-2011 school year.

This opportunity is unique because:

- Girls Prep Lower East Side Elementary Charter School is a proven success. In 2009, 100% of our third and fourth graders scored advanced or proficient on the NYS Math Exam, and 96% scored advanced or proficient on the ELA Exam.
- We believe in educating the whole child. Our model supports the social, emotional and physical development of our students in addition to their pursuit of academic excellence.
- We build strong leaders within our schools. Our teachers are given room for innovation and input. We offer a high level of support for faculty, including extensive professional development opportunities, and provide faculty with a pipeline for leadership growth as our network grows.
- Lead Teachers are paired with a Fellow or Associate Teacher, or another Lead Teacher in Collaborative Team Teaching (CTT) classrooms, in a highly collaborative setting.

We seek to recruit, hire, and retain the best teachers understanding that they are integral to Public Prep's success. Successful candidates will be exceptional educators with a demonstrated track record of success working with urban students, a strong belief in the benefits of single sex

education, a firm grasp of elementary teaching and curriculum, and a relentless focus on academic excellence.

*A Public Prep Elementary School Lead Teacher will be expected to:*

- Contribute to building a positive school-wide and network-wide culture by living our core values and modeling the community expectations at all times
- Support school-wide and network-wide initiatives
- Collaborate with Fellow/Associate Teacher or Co-Lead Teacher to provide an inviting, exciting, and innovative learning environment for all students
- Plan for and lead core academic and character development curriculum including small reading group instruction, morning meeting, literacy, writing, social studies and math on a daily basis
- Collect, analyze, and use data to reflect on teaching practice, make instructional decisions, and meet the needs of diverse learners
- Collaborate with Fellow or Associate in lesson planning and preparation, differentiation, homework checking, student assessment, classroom transitions, data collection, and family contact
- Collaborate with Fellow/Associate Teacher or Co-teacher to determine support needed during math, writing, social studies, and literacy through team teaching, small group instruction, or one-on-one tutoring
- Provide regular feedback to Fellow/Associate on lesson planning and instruction
- Support Fellow/Associate during science instruction
- Regularly collaborate with Fellow/Associate on overall classroom practice and provide regular feedback
- Collaborate with Special Education Teacher and Specialists in long and short-term planning that addresses individual student needs
- Meet with Principal and Instructional Coach, as needed, to discuss professional growth
- Meet with Director of Student and Family Affairs, as needed, for classroom and student support
- Participate in the process of collaborative reflection and planning with the Instructional Coach
- Meet weekly with grade team for collaborative curriculum planning meeting
- Meet monthly in Child Study Teams and implement strategies to meet all students' needs
- Attend weekly school-based professional development/staff meetings
- Communicate regularly with families through yearly home-visits, monthly phone calls, and daily notes

*The ideal candidate will have:*

- A Bachelor's degree from an accredited college or university
- An M.A., Ed.M or Master's degree in relevant content area
- New York State Certification
- A minimum of 3 years full-time classroom teaching experience
- Evidence of excellence in the classroom
- Wide-ranging intellectual and educational interests
- Superior communication skills
- An ability to work collaboratively
- A commitment to single sex education

- A dedication to helping children grow and learn in an innovative educational setting
- Fluency in Spanish preferred
- Experience working in a high-performing, urban school setting preferred

**To Apply**

Along with a résumé, please include a cover letter stating why you find this opportunity of interest and how your experience is aligned with the Public Prep mission and model. Send your completed application to: [jobs@publicprep.org](mailto:jobs@publicprep.org). Please write “Lead Teacher” in the subject line. Visit [www.publicprep.org](http://www.publicprep.org) to learn more.