**Sample Job Description for the Teacher Apprentice position**

**Please edit to fit your particular district requirements**

Job Title: Apprentice Teacher

Job Description:

We are seeking a motivated and dedicated individual to join our educational institution as an Apprentice Teacher. In this role, you will have the opportunity to work closely with experienced teachers and gain valuable hands-on experience in a classroom setting. As an Apprentice Teacher, you will play a vital role in supporting the learning and development of students while collaborating with the teaching staff to create a positive and engaging educational environment.

Responsibilities:

Classroom Support: Assist the lead teacher in preparing and organizing instructional materials, classroom setup, and maintaining a conducive learning environment.

Student Support: Monitor student behavior and ensure a safe and respectful classroom atmosphere. Support students during classroom activities, transitions, and independent work.

Instructional Assistance: Collaborate with the lead teacher to deliver lessons and activities designed to meet the educational objectives of the curriculum. Provide one-on-one or small-group support to students as needed.

Grading and Assessment: Assist in grading assignments, exams, and projects according to established guidelines. Provide constructive feedback to students to support their academic growth.

Lesson Planning: Collaborate with the lead teacher to develop and implement lesson plans, ensuring alignment with the curriculum goals and individual student needs.

Classroom Management: Support the lead teacher in maintaining discipline and managing classroom routines and procedures. Foster a positive and inclusive classroom environment that promotes student engagement and participation.

Professional Development: Actively participate in professional development opportunities, workshops, and training sessions to enhance teaching skills and stay updated with current educational practices.

Communication: Maintain effective communication with students, parents, and other staff members. Provide feedback to the lead teacher on student progress, challenges, and achievements.

Administrative Tasks: Assist with administrative tasks such as attendance recording, record-keeping, and organizing student portfolios.

Requirements:

* High school diploma or equivalent (some college coursework in education is preferred).
* Enrolled concurrently in a KSBE approved Teacher Preparation Program at a Kansas University/College
* Passion for working with children and supporting their educational development.
* Excellent communication and interpersonal skills.
* Patience, empathy, and the ability to establish positive relationships with students and colleagues.
* Strong organizational skills and attention to detail.
* Ability to follow instructions and work collaboratively as part of a team.
* Flexibility and adaptability to work in a dynamic educational environment.
* Willingness to learn and take direction from experienced teachers.

Please note that as an Apprentice Teacher, you will not be the teacher of record and will work under the supervision and guidance of experienced teaching staff. This role provides an excellent opportunity for aspiring educators to gain practical experience and contribute to the academic success of students while preparing for a future teaching career.

If you are passionate about education and dedicated to making a positive impact on students' lives, we encourage you to apply for the Apprentice Teacher position. Join our team and embark on a rewarding journey in the field of education.