



URBAN PATHWAYS K-5 COLLEGE CHARTER SCHOOL

JOB DESCRIPTION

JOB TITLE: Spanish Teacher

LOCATION: Urban Pathways K-5 College Charter School – Pittsburgh, PA

REPORTS TO: Principal

EMPLOYMENT TYPE: Full Time, 10-Month

OUR MISSION

To develop scholars and educators through targeted learning opportunities and evidence-based best practices.

OUR VISION

To holistically educate every scholar through creative and innovative culturally relevant instruction while fostering and engaging a diverse community.

POSITION OVERVIEW

As a passionate Spanish Teacher, you'll inspire young learners to engage with language and culture from day one. You'll implement developmentally appropriate lessons that build listening, speaking, reading, and writing skills, while fostering enthusiasm for bilingualism and global citizenship. Ideally, you'll collaborate with grade-level teams to infuse Spanish across the curriculum and enrich students' learning experiences through interactive, culturally relevant instruction.



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DUTIES AND RESPONSIBILITIES

- Adapt teaching methods and instructional materials to meet students' varying needs and interests.
- Establish and enforce expectations for behavior and procedures for maintaining order among the students for whom they are responsible.
- Establish clear objectives for lessons, units, and projects and communicate those objectives to students.
- Instruct students individually and in groups, using various teaching methods such as lectures, discussions, and demonstrations.
- Communicate with parents/families to discuss their children's progress and to determine priorities for their children and their educational needs.
- Observe and evaluate students' performance, behavior, social development, and physical health.
- Prepare materials and classrooms for class activities.
- Prepare students for later grades by encouraging them to explore learning opportunities and to persevere with challenging tasks.
- Provide a variety of materials and resources for children to explore, manipulate, and use both in learning activities and in imaginative play.
- Use effective behavioral management by working with Administrators and other key staff members for appropriate techniques and methods.
- Exhibit appropriate classroom management.
- Collaborate regularly with team members.
- Ability to assess data for instructional decision making.
- Meet deadlines and complete tasks within assigned timelines.
- Attends staff meetings, professional development programs, and school sponsored events.
- Actively participate in school sponsored committees and volunteer opportunities.
- Perform other job-related duties as assigned.



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POSITION SPECIFIC RESPONSIBILITIES

- Design and deliver engaging Spanish lessons tailored to the developmental stages of K–5 learners.
- Incorporate the four language domains—speaking, listening, reading, and writing—into daily instruction.
- Use culturally authentic materials (e.g., songs, games, stories, visuals) to support language acquisition and promote global awareness.
- Collaborate with grade-level teams to integrate Spanish into other subject areas and support schoolwide learning goals.
- Plan and participate in cultural events, language celebrations, and community engagement opportunities.
- Stay informed on best practices in second language acquisition and ensure alignment with school and charter policies.
- Creates an effective learning environment through functional and attractive displays, bulletin boards, and activity/learning centers.

QUALIFICATIONS & COMPETENCIES

Required:

- Bachelor's degree in Spanish, World Language Education, Bilingual Education, or related field -OR- Bachelor's Degree in Education required
- (if BA in Education) A valid teaching certification for Spanish or world languages—state-certified (e.g., K–6 or K–12)
- Current teaching certification appropriate to elementary school
- Experience in an urban setting preferred
- Ability to work with students, parents, and staff from diverse backgrounds

PERSONAL CHARACTERISTICS

- Demonstrates the ability to work with children of all ages who are dealing with various learning troubles.



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- Possesses excellent teaching skills and the ability to intervene when children fall behind their peers academically.
 - Exhibits outstanding organization and time management skills for managing a large workload.
 - Displays highly effective communication skills geared to various age groups.
 - Can work well independently and with very limited supervision.
 - Possesses the ability to make decisions based on factual evidence and observation.
 - Demonstrates the ability to use multiple techniques to help students develop study, learning and testing skills.
 - Culturally responsive and equity-focused
 - Confident, collaborative leader with a problem-solving mindset
 - Skilled communicator and relationship-builder
 - Detail-oriented, organized, and mission-driven

WORK DAYS & SHIFTS

Monday through Friday, daylight hours during school year and other scheduled work days

SALARY & BENEFITS

- Competitive salary commensurate with experience
- Comprehensive medical, dental, and vision coverage
- Enrollment in retirement system
- Professional development aligned with leadership growth

PHYSICAL REQUIREMENTS

- Must be able to stand, walk, and sit for extended periods
- Ability to lift, carry, push, or pull up to 25 pounds occasionally
- Ability to bend, kneel, crouch, and reach to support student needs
- Must be able to speak, hear, see, and communicate clearly in English



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Urban Pathways K-5 College Charter School is an equal opportunity employer. We are committed to building a diverse team and encourage applications from all qualified individuals, regardless of race, religion, national origin, gender identity, sexual orientation, or ability.