



**The Achieve Program at Noble and Greenough School  
Lead Teacher (ELA) Job Description  
Summer 2023**

Achieve partners with families from Boston to empower motivated students and close the opportunity gap. We provide transformative academic and enrichment programming from middle school to their first year of college. We foster enduring confidence and agency in our scholars through a supportive and joyful environment.

Achieve students are motivated, resilient and thoughtful young people who grow into extraordinary leaders. Our middle school scholars attend Boston's district and charter public schools, come from low-income families, and represent diverse ethnicities, religions, and family backgrounds. Achieve seeks to increase our students' academic skills, sense of self and put them on the path to college.

Lead Teachers are critical members of the Achieve team, and they are essential to our students' academic and personal success. Candidates must possess a strong interest in working with urban students in a fun, challenging, and enriching academic environment.

**Qualifications:**

- Three or more years of teaching experience, preferably at the middle school level (grades 6 through 8)
- Experience serving marginalized communities; demonstrated commitment to social and racial justice
- Ability to design and implement curriculum aligned with the Common Core Standards
- Strong ability to collaborate and communicate effectively
- Excellent organizational skills
- High energy and a sense of humor!

**Responsibilities:**

- Provide a consistent adult presence in all spaces throughout the day
- Collaborate with the directors to develop curriculum for your assigned classes
- Teach two sections of ELA class
- Supervise and support your Teaching Assistant in developing a strong understanding of curriculum development, student-centered pedagogy, classroom management, and assessment
- Co-lead an advisory group
- Write progress reports for your students at mid-point and again at the end of the summer program
- Tutor students as needed during study hall
- Attend all staff meetings and community-wide morning and afternoon meetings

**Schedule and 2023 Summer Dates:**

- Staff Orientation: week of June 26<sup>th</sup>
- Summer Program: July 5<sup>th</sup> – August 9<sup>th</sup>
- Lead teachers work a Monday – Thursday schedule. No Fridays required except Friday August 4 (field day).

**Salary: \$5000**

**To apply for a Lead Teacher position at Achieve, please email the following materials to [achieve@nobles.edu](mailto:achieve@nobles.edu)**

- A cover letter
- Current résumé
- List of three professional references with contact information

**We will review applications and fill positions on a rolling basis.  
Please contact us before submitting materials to inquire about available positions.**

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