



Maplewood Richmond Heights School District

Roxanna Mechem – Acting Superintendent
7539 Manchester Road
Maplewood, MO 63143
(314)644-4400 Fax: (314)781-3160

Employment Opportunity for the 2021-2022 School Year .5 Preschool Teacher/.5 Gifted Teacher

Supervisor: ECC School Principal

Primary Responsibilities: *This position is a half day preschool teacher and a half day gifted teacher.* To lead student toward the fulfillment of their potential for intellectual, emotional and psychological growth and maturation in early childhood education./To serve as the gifted educator that develops and implements strategies for gifted early childhood students.

Qualifications/Experience: Minimum of a Baccalaureate Degree with Missouri teaching certificate in the area of early childhood education./ Minimum of a Baccalaureate Degree with special preparation and Missouri teaching certificate in Gifted Education K-12, two years of teaching experience, and psychology and/or education of the exceptional child coursework

Terms of Employment: Employed for a ten-month period as a certified educator with salary and benefits to be set by the superintendent and Board of Education.

Essential Functions:

- Meets and instructs assigned classes in the locations and at the times designated.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of students.
- Plans a program of study that, as much as possible, meets the individual needs, interests and abilities of students.
- Prepares for classes assigned, and shows written evidence of preparation upon request of immediate superior.
- Establish and enforce rules for behavior and procedures for maintaining order among the students for whom they are responsible.
- Observe and evaluate students' performance, behavior, social development, and physical health.
- Adapt teaching methods and instructional materials to meet students' varying needs and interests.
- Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.
- Instruct students individually and in groups, using various teaching methods such as lectures, discussions, and demonstrations.
- Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.

Any qualified person who would like to be considered as a candidate for this position should apply online at:

Notice of Non-Discrimination

The Maplewood Richmond Heights School District is committed to maintaining an educational and workplace environment that is free from discrimination, harassment, and retaliation in admission or access to, or treatment or employment in, its programs, services, activities and facilities. The District is committed to providing equal opportunity in all areas of education, recruiting, hiring, retention, promotion and contracted service.

In its programs and activities, the District does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law and as required as required by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Title II of the Americans with Disabilities Act of 1990. In addition, the District provides equal access to the Boy Scouts of America and other designated youth groups. Further, no person shall be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination based on the above listed characteristics under a school nutrition program for which the District receives federal financial assistance from the U.S. Department of Agriculture (USDA Food and Nutrition Service).

The following person is designated and authorized as the District's Non-Discrimination and Title IX Coordinator to coordinate compliance with the laws identified above, including to handle inquiries or complaints regarding the District's non-discrimination policies:

Roxanna Mechem, Assistant Superintendent 7539 Manchester Rd, Maplewood, MO 63143 314-644-4400 Roxanna.mechem@mrhschools.net

For information regarding how to report or file a claim of discrimination, harassment, or retaliation, see Board of Education Policy AC. Policy and Regulation AC shall govern the grievance procedures, process, and response for complaints and concerns by parents, patrons, employees, or students of the District related to discrimination, harassment, or retaliation on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law.

Inquiries or concerns regarding civil rights compliance by school districts should be directed to the local school district's Non-Discrimination and Title IX Coordinator. Inquiries and complaints may also be directed to the Kansas City Office, Office for Civil Rights, US Department of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; (816) 268-0550; TDD (877) 521-2172.

Posting: July 20, 2021

****MRH School District reserves the right to close any job posting when a suitable applicant has been found before the deadline date.**