



**Santa Catalina School
UPPER SCHOOL ENGLISH TEACHER
August 2018**

Santa Catalina School, an independent Catholic school, is seeking an Upper School English Teacher. The school is two schools on the same campus: the Upper School, an all-girls college preparatory day and boarding school serving grades 9 to 12, is known as the premier girl's independent boarding school on the West Coast. The Lower and Middle School (grades PreK to 8) at Santa Catalina has long been recognized as the leading coeducational day school on the Monterey Peninsula. The academic program is committed to a rich liberal arts experience where students attend classes taught by a highly trained, dedicated faculty. The cornerstones of the Santa Catalina mission statement are Excellence, Spirituality, Service, and Responsibility.

Reports To: Chair of English Department and the Dean of Academics

Collaborates with: Upper School Faculty, especially those in the English Department

Qualifications: The school seeks an innovative, rigorous, and student-centered teacher to join an outstanding faculty. The desired candidate will have demonstrated commitment to the education of young women. We are committed to strengthening and enriching student learning through innovative teaching methods that put the student and her own goals for the future at the center of all learning experiences, and empower students to identify and solve problems, bridge content across traditional "subject" domains, and develop an unshakable growth mindset.

Santa Catalina School is a technology rich and highly collaborative environment where technology is embraced and integrated into the curriculum by the classroom teachers. Students have 1:1 access to laptops (primarily Macbooks), iPads, and the *Schoology* learning management system. Applicants should have experience with and a passion for project based learning and integrating technology into teaching and learning.

This position is responsible for grade-appropriate curriculum planning and instruction for subject area/grade level. Preference will be given to candidates who demonstrate innovation, creativity, integration between disciplines, and the integration of technology use in their courses.

A Bachelor's Degree in English is required. In addition, the desired candidate will demonstrate most of the following qualifications:

- Commitment to the education of young women.
- Experience as an innovative teacher of English in a student-centered, independent, college-preparatory high school with impeccable references.
- Demonstrated use of relevant technology to support and differentiate instruction. Examples will be requested.
- Experience as a resident faculty at an independent boarding school.
- While not required, an advanced degree in English is preferred.

Responsibilities:

- Teach five sections of English as part of the school's rigorous, college-preparatory curriculum.
- Show genuine concern for students; demonstrate that you are deeply invested in their learning and success.
- Maintain Santa Catalina's high academic standards and an appropriate level of rigor by establishing and communicating clear objectives for all learning activities.
- Encourage adaptability & flexibility in the classroom and in any learning environment.
- Understand and employ developmentally appropriate pedagogical approaches and varied presentation styles, classroom activities, and assessment methods in order to more fully address different learning styles
- Promote a classroom environment in which active learning takes place by focusing on problem-solving, synthesizing information, and integrating knowledge.
- Communicate clearly in writing and verbally to students, other teachers, parents and administrators regarding student progress and student needs.
- Pursue professional development to maintain expertise in performance of your teaching responsibilities
- Plan, prepare, and deliver lesson plans and instructional materials that transform the teaching role from one of being the holder of knowledge to the facilitator of learning.
- Promote sharing of best practices with other members of the school's faculty community.
- Manage student behavior in and out of the classroom by establishing and enforcing rules and procedures.
- Maintain accurate and complete records of students' progress and development, and use this information to adjust teaching strategies.
- Participate in department, school, and parent meetings.
- Serve as an advisor to a group of students.
- Live in school-provided housing and assume resident faculty responsibilities in our boarding program.

This job description in no way states or implies that these are the only duties to be performed by an employee in this position. Employees are required to follow other job-related instructions and to perform other job-related duties requested by those authorized to give instructions or assignments.

To Apply:

For more information and instructions to complete our online employment application, please click on this link:

<http://www.santacatalina.org/upper-school/who-we-are/employment/faculty-openings>

In accordance with applicable laws, Santa Catalina School is an equal-opportunity employer.