



## Job Description: Innovation Lab Teacher: Lower School

---

Position Title	Department	Reports to
K-3 Innovation Lab Teacher	Lower School	Director of Curriculum, Instruction & Innovation
Employment Status	FLSA Status	Effective Date
<input type="checkbox"/> Temporary <input type="checkbox"/> Full-Time <input checked="" type="checkbox"/> <b>Part-Time</b>	<input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt	November 18, 2019

### OVERVIEW OF WOODLAND SCHOOL

Located just west of Stanford University, Woodland is an independent day school that offers a joyful approach to learning in a diverse, respectful, and inclusive environment for approximately 300 students in early childhood through eighth-grade. We have two sections of each grade level K- 8 with class sizes that average from 12-16 per class.

Woodland School specializes in education that inspires students by nurturing each individual’s voice, intellect, and character. With rich content and an emphasis on inquiry-based and student-driven projects, students are empowered and encouraged to be active and engaged learners. Our students’ innate sense of wonder is the foundation of learning at Woodland School. Teachers craft meaningful, multisensory learning experiences which enable creativity, ingenuity, and deep interdisciplinary connections. Students explore and develop complex understandings that engender a sense of self and purpose in the world.

Woodland School’s faculty create a school environment that is as supportive and nurturing as it is challenging, and they embody the core values of the school—stewardship, integrity, curiosity, resilience, equity, and respect. Our teachers apply best practices through collaboration, integrated curriculum, brain-based teaching and learning methods, and continued professional development. Our teachers are themselves learners, constantly searching for ways to improve their practice. A robust professional development program supports our faculty by connecting them to the best practices in pedagogy, curriculum development, educational technology, and student assessment.

Woodland School is dedicated to the goal of building a culturally diverse and pluralistic faculty committed to teaching and working in a multicultural environment and strongly encourages applications from candidates who reflect such diversity.

### **Position Overview**

Woodland School seeks an inspiring and nurturing **Part-Time** Innovation Lab teacher for **kindergarten through third grade. Each class meets once per week.**

The Innovation Lab program uses creativity and innovation and incorporates a hands-on, problem-solving approach that unlocks students’ creativity and fosters critical thinking, empowering them with twenty-first century skills and the mindset to achieve success across all areas of the curriculum and their lives. Students gain core competency in basic design thinking and have increased opportunity to expand their technology aptitude through exposure to robotics, programming, 3-D CAD modeling, and maker skills. Woodland School encourages students to engage with technology to improve their learning, prepare them for the future, and enhance their lives.

Through this technology program, Woodland students establish design thinking skills, learning “how to think” and become more resourceful, experimental, collaborative, and empathetic. This advanced thinking enables them to approach challenges with a more critical eye and makes them better learners in all areas of study. The technology engagement at Woodland becomes more intricate and sophisticated as students advance through lower school and middle school.

### **Position Specifics**

- Meets and instructs assigned students in the locations and at the time designated.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Facilitates and encourages a learning experience which provides students with the opportunity to achieve their individual potential.
- Encourages students to set and maintain high standards of classroom behavior and achievement.
- Assesses and documents the accomplishments of students on a regular basis and provides progress reports as required.
- Maintains accurate, complete, and correct records as required by law and school policy.
- Establishes and maintains open lines of communication with students, colleagues, and parents concerning both the broad academic and behavioral progress of assigned students.
- Performs such other related tasks and assumes such other related responsibilities as may from time to time be assigned by the Director of Curriculum and Instruction and/or the Head of School.
- Be a role model for students, inspiring them to be actively interested in technology.

### **Minimum Qualifications (Knowledge, Skills, and Abilities)**

The Innovation Lab teacher must be qualified to teach lower school students in design and technology.

- Bachelor's degree in education, a teaching certificate or credential or equivalent professional experience which would which would translate to successful classroom teaching.
- Strong interpersonal and collaboration skills with the ability to communicate effectively and respectfully with all constituents. Excellent verbal and written communication skills are required.
- Demonstrated professional behavior, including discretion, judgment and integrity.
- All prospective employees must be able to clear a background check, LiveScan fingerprinting and TB screening.

### **HOW TO APPLY**

Candidates for this position should submit a cover letter, resume, and contact information for a minimum of three references. Please combine all documents into a single PDF and send to [lhoward@woodland-school.org](mailto:lhoward@woodland-school.org)

*Woodland School does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin in the administration of its educational or admission policies, financial aid distribution, or other school programs. Woodland School is dedicated to the goal of building a culturally diverse faculty committed to teaching and working in a multicultural environment and strongly encourages applications from candidates who reflect such diversity.*

[www.woodland-school.org](http://www.woodland-school.org)