



UPPER SCHOOL

Position Title:	History Teacher
Position Status:	Full-time
FLSA Classification:	Exempt
Reports To:	History Department Chair & Head of Upper School

Position Purpose

Develop schemes of work and lesson plans in line with curriculum objectives. Facilitate learning by establishing a relationship with pupils through learning resources and the classroom environment. Develop and foster the appropriate skills and social abilities to enable the optimum development of students according to age, ability, and aptitude. Serve as an advisor to a group of upper school students.

Essential Functions

- Teach Ancient and Modern World, US history, electives. Must be comfortable teaching 9th to 12th grade.
- Establish clear objectives for all lesson units and projects and communicate those objectives to students.
- Instruct students individually and in groups using various teaching methods, such as projects, discussions, and demonstrations.
- Create lessons that allow students to engage in problem solving, active inquiry, and creative and analytical thinking.
- Plan and organize resources for lessons, as appropriate to the pupil.
- Adapt teaching methods and instructional materials to meet students' varying needs and interests.
- Confer and collaborate with other staff team members to plan and schedule lessons promoting learning, following approved curricula.
- Advise twelve to fifteen students in an advisory setting and provide academic and emotional support.
- Confer with parents or guardians, teachers, counselors, and administrators in order to resolve students' behavioral and academic problems.
- Establish and enforce rules for behavior and procedures for maintaining order among the students.
- Meet with parents and guardians to discuss their child's progress and determine their priorities and their resource needs.
- Attend staff meetings, open houses, parent/teacher conferences, special events, etc., as required.
- Develop constructive and cooperative working relationships with others.

Qualifications

- Bachelor's degree in history; a master's degree in education or history or working towards a master's degree preferred.
- At least two years of experience teaching history a plus.
- Experience teaching upper school a plus.
- Enthusiasm for using technology and innovation in the classroom a plus.
- A clear interest in, knowledge of, and ability to work with upper school students.
- Demonstrated sensitivity, knowledge, and understanding of the diverse backgrounds of community members with a continuous focus on healthy relationship building.
- Demonstrated deep understanding of cultural competency skills and enthusiasm for issues of diversity, inclusivity, and multiculturalism.
- Demonstrated ability to work collaboratively in a teaching team and accept and act upon feedback.
- Physically and mentally capable of performing multiple tasks while working on multiple projects simultaneously under "deadline" situations.
- Ability to apply common-sense understanding and to carry out instructions furnished in written or oral form.
- Excellent writing skills.
- Must demonstrate competency with basic word processing and Internet functions, as well as all applications used in the regular functions of the school. Familiarity with Mac products a plus.
- Ability to communicate effectively with all constituents in a school environment.

Physical Requirements and Work Environment

- Be able to occasionally lift up to 50 lbs.
- Regularly use close and distance vision.
- Turn, bend, reach, and occasionally climb.
- Work in a traditional climate-controlled classroom environment with moderate noise level.

Application Procedures

Interested candidates, please **email** a cover letter, resume, statement of education philosophy, and contact information for three references to careers@sch.org.

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