

**ST. JOHN'S**  
EPISCOPAL SCHOOL

**Position Title:** Interim Fifth Grade Science, Advisor and Transition Curriculum Coordinator

**Date Modified:** June 16, 2020

**FLSA Classification:** Exempt

**Reports to:** Head of Middle School

**About St. John's**

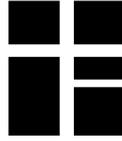
St. John's is an independent, coeducational Episcopal school serving up to 500 students in grades pre-k through eight. Located in a park-like setting on 10 acres in East Dallas, the School offers its employees and students a supportive esprit de corps fueled by a common mission – one dedicated to a program of academic excellence designed to train the mind, strengthen the character, and enrich the spirit of each student in a Christian environment. We think of St. John's not only as a school, but also as a very special kind of community. We seek to employ people who – regardless of the role they play in the School – understand that they impact the lives of our students, families, and colleagues. The St. John's Code calls us to model honesty and respectfulness in our relationships, responsibility in the performance of our assignments, and a caring attitude that extends to all members of our community

**Position Purpose**

This full-time position requires the teacher to teach multiple sections of fifth grade science in a blended on-campus and virtual 1:1 iPad environment that values project-based learning, collaboration and differentiated instruction. The fifth grade science program is an integrated curriculum that addresses the nature of science and introduces students to types of matter, astronomy, and forms of living things. Through inquiry-based exploration, students develop science process skills such as measurement, observation and inference, graphing, and experimental design. Students apply those skills in the subsequent units on matter, astronomy, and life science.

The teacher will also be responsible for collaborating with Lower School science teachers on the evaluation and direction of Lower School science curriculum. As part of that work, the teacher will ensure the Lower School science curriculum aligns with the progression of Middle School science skills.

The teacher also serves as a fifth grade advisor to a group of Middle School students. The advisor attends chapel with students, acts as their mentor, and provides organizational and self-advocacy instruction. The advisor works with the fifth grade teaching team to plan, develop and facilitate appropriate skills, conversations and team-building activities for the grade. The advisor communicates regularly and as needed with parents and other teachers, conducts advisory meetings and discussion groups, and prepares for and participates in parent/student/advisor conferences.



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**Key Accountabilities**

- Guide the development of age-appropriate science process skills.
- Cultivate a culturally competent science classroom by establishing and maintaining a respectful and conscientious environment.
- Participate in continuous curriculum evaluation and collaborate with grade-level peers and integrated arts, drama, and technology specialists to extend and enrich the curriculum.
- Collaborate with vertical team members to ensure science curriculum continuity between Lower and Middle School and as students progress through Middle School. The vertical team monitors and advances the quality of the overall program and the progress and success of students.
- Maintain curriculum documentation in accordance with Middle School division requirements.
- Understand and meet the developmental and academic needs of fifth grade students of varying academic, social and emotional abilities. Differentiate instruction to meet individual student needs.
- Provide feedback to students and parents using a variety of tools including progress and grade reports, in-person and video conferences, phone calls, emails, and one-on-one meetings. The teacher is expected to write thoughtful, meaningful, and well-articulated comments that reflect students' progress and give specific direction for growth.
- Maintain daily lesson plans and effectively use the Student Information System, Learning Management System, and various other online tools. The teacher is expected to electronically record attendance, gradebooks, and reports.
- Attend and contribute to regular grade-level, vertical, divisional, and all-employee meetings.
- Fulfill other duties as assigned, such as lunch and carpool duty.
- Adapt curriculum and instructional modalities as necessary based on whether learning is taking place on campus, at home or in a hybrid environment. Demonstrate technical proficiency and the ability to plan, organize, teach, and communicate in person as well as in synchronous and asynchronous online environments.
- Assist with the planning of and participate in fifth grade field trips, whether they be virtual, day or overnight.



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### **Opportunities and Challenges**

The fifth grade science teacher and advisor plays a pivotal role in the life of a St. John's student. The teacher is a member of the team that transitions students into Middle School and helps them develop the habits, skills, and attitudes they will continue to hone throughout Middle School. The teacher must:

- Model the St. John's Code of respect, responsibility, honesty, and care.
- Demonstrate clarity in verbal and written communication.
- Demonstrate strong listening skills.
- Embrace the School's Episcopal identity, ethos and commitment to respecting the dignity of each individual.

### **Growth Mindset**

- Collaborate with colleagues on the development of curriculum and practice of instructional strategies.
- Leverage the knowledge, skills, and abilities of the Student Support Team in support of student needs.
- Pursue growth in relevant technology skills.
- Network with peers at other local and national independent and Episcopal schools.
- Demonstrate commitment to personal and professional growth.
- Attend conferences and professional meetings to remain current with science curriculum, instructional strategies, multicultural instruction, and social and emotional learning.

### **Qualifications**

- A Bachelor's degree is required; an advanced degree preferred.
- Minimum of five years of experience teaching middle school science.
- Demonstrated ability to design and deliver lessons in hybrid and online learning environments.
- Must meet minimum technology proficiency standards, including the ability to work in online Student Information and Learning Management Systems, to schedule and conduct classes via Microsoft Teams and Zoom, and to use the Microsoft 365 suite.

### **Physical Requirements**



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- Ability to lift approximately 30 lbs.
- Ability to work for extended periods of time, including weeknights and weekends when required.
- Ability to work with children and adults in indoor and outdoor settings.
- Ability to work in on-campus, home, field trip and overnight trip settings.

**How to Apply**

For questions, more information, or to submit your letter of interest and resume in PDF format, please contact:

Chris Patterson, Chief of Staff  
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214-328-9131

In our commitment to diversity and equity, St. John's Episcopal School does not discriminate regarding race, color, ethnicity, national origin, sexual orientation, gender, age, genetic information, disability, pregnancy, marital status, religion, military status, and/or any protected category. This commitment extends to our employment, educational, admission, and financial-aid policies, and other school-administered programs.