



**Position Title:** Upper School Chemistry Teacher

**Position Status:** Full-time, 10 months

**FLSA Classification:** Exempt

**Reports To:** Science Department Chair and Head of Upper School

### **Position Purpose**

Teach five sections of Chemistry (1 AP Chemistry, 2 Honors Chemistry 10th grade and 3 College Prep Chemistry 10th grade) to high school students through collaboration with a team that is a leader in science education. Develop lesson plans in line with curriculum objectives and SCH science curriculum maps. Promote student interest in science opportunities and careers.

### **Essential Functions**

- Teaches Upper School AP Chemistry and Chemistry (honors and college-prep) and a chemistry-based elective.
- Serves as an advisor to a grade-level group of Upper School students and performs expected functions in that role as outlined by the Head of Upper School and Dean of Student Life.
- Collaborates with co-teachers teaching the same course to develop daily lesson plans and curricular materials.
- Prepares course objectives and outlines course of study following curriculum guidelines and any school requirements as mentioned in the mission statement.
- Demonstrates, models, and designs learning experiences that foster 21st century STEM learning skills in students.
- Demonstrates, models, and designs learning experiences that foster diversity, equity and inclusion.
- Integrates technology as an essential and regular component of student learning experiences.
- Prepares, administers, corrects, and records assessment results in a regular and timely manner.
- Differentiates instruction to meet the needs of students.
- Provides students with a variety of formats by which they can demonstrate skill mastery.
- Provides timely and regular feedback on students' progress toward skill mastery.
- Teaches rules of conduct and creates a warm and welcoming learning environment.
- Maintains order and enforces school policies in the classroom and throughout common areas of the campus.
- Counsels pupils when adjustment and academic problems arise.
- Discusses pupils' academic and behavioral attitudes and achievements with parents.
- Keeps daily attendance and records of students' progress.
- May coordinate field trips.
- May chaperone overnight field trips up to one week in length as part of the science or Upper School program.
- Collaborates within the Science Department and with all departments and offices as required or requested.
- Attends work and arrives/departs work at the appropriate times as determined by the immediate supervisor.
- Assumes other reasonable and equitable job-related duties assigned by the immediate supervisor, some of which occur on weekends and evenings, including Science Department initiatives like participating in the Philadelphia Science Festival, science competitions, etc.

- Attends professional development programs each year.

### **Qualifications**

- Excellent communication skills, both oral and written.
- Ability to develop and implement curriculum, assessments, and utilize teaching methodologies/best practices.
- Strong background in chemistry with advanced degree preferred.
- Strong interpersonal skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Knowledge of content, curriculum, methods, materials, and equipment for chemistry education.
- Knowledge of 21st century learning skills and practices, current science standards, and inquiry-based pedagogy.
- Knowledge of applicable safety procedures.
- Ability to provide a supportive, caring, and positive environment for students and to maintain classroom discipline.
- Knowledge of child development theory and practice.
- Strong knowledge of personal computer skills with experience in the use of web-based applications, including course management programs, Google Drive applications, MS Office applications and email.
- Comfortable with a team-based work structure; ability to demonstrate flexibility on the job.
- Demonstrates initiative, is conscientious, and provides complete follow-through on areas of responsibility.
- 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.
- At minimum, a bachelor's degree in chemistry.
- At least two years of experience teaching chemistry.

### **Physical Requirements and Work Environment**

- Work in an environment dealing with a wide variety of deadlines and a varied and diverse array of contacts.
- Regularly use close and distance vision.
- Turn, bend, reach, and occasionally climb.
- Work in a traditional climate-controlled classroom environment with moderate noise level.
- Be able to occasionally lift up to 30 lbs.

### **Application Procedures**

Interested candidates, please email a cover letter, resume, statement of education philosophy, and contact information for three references to [careers@sch.org](mailto:careers@sch.org).

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