



MIDDLE SCHOOL LONG-TERM SUBSTITUTE SPANISH TEACHER

OUR MISSION: Oregon Episcopal School prepares students for higher education and lifelong learning by inspiring intellectual, physical, social, emotional, artistic, and spiritual growth so that they may realize their power for good as citizens of local and world communities.

ABOUT US: Oregon Episcopal School occupies a wooded 59 acre campus where 880 students in Pre-K through 12th Grade share an excellent faculty, an inquiry based curriculum, and a strong sense of community. The School values employees who seek to continually develop the [OES Essential Competencies](#) in themselves and others and are prepared to engage in a vibrant, culturally diverse learning community.

JOB SUMMARY: The MS long-term substitute Spanish teacher teaches sixth through eighth grade Spanish in collaboration with peer teachers. This teacher also works with the World Languages Department on articulating a scope and sequence for Spanish education and will possess knowledge of current best practices in effectively teaching Spanish language and culture to English speaking students. The teacher provides classroom instruction following OES standards and methods and promotes curiosity and the exploration of ideas while fostering an appreciation for lifelong learning. In addition to the qualifications detailed below, the successful teacher will possess excellent communication and interpersonal skills, strong organizational skills, and the ability to support the School's educational mission. Reports directly to the MS division head. Covid-19 vaccine required.

This is a temporary, long-term substitute teaching position that is expected to start the last week in October and continue through the end of February. It comes with a competitive salary and benefits package including paid time off, health insurance, and one excellent meal daily in the Dining Hall (when it reopens). For more details visit [The OES Benefits Guide](#).

ESSENTIAL DUTIES:

- Manage the classroom environment so that all students can learn safely and feel included.
- Establish and maintain appropriate standards for student behavior using Restorative Practice methods which encourage reflection and problem solving and support positive self-esteem and building relationships.
- Ability to develop curriculum with consideration of scope and sequence, proficiency scale grading, and thoughtful curriculum goals and assessments.
- Proficiency with in-person instruction and able to shift to online teaching if needed.
- Communicate with students and parents in a clear, timely, and professional manner.
- Advise a group of Middle School students and attend two overnight grade level trips.
- Attend Middle School meetings, Grade-level Team meetings, and Department meetings.
- Serve as a role model for Middle School students.

MINIMUM QUALIFICATIONS:

- BA/BS or equivalent in relevant discipline
- Three years' individual and/or team teaching experience, preferably at the middle school level
- Intercultural competence, ability to interact appropriately with a diverse array of students, coworkers, family members; ability to teach diverse groups of students effectively, demonstrated commitment to diversity, equity, and inclusion
- IT skills: general digital literacy, intermediate to advanced MS Office Suite, database skills, web applications including Google Docs, Zoom or Skype, etc., and flexibility to learn as digital tools evolve
- Ability to pass a background check and drug screen
- Documentation of Covid-19 Vaccine

PREFERRED QUALIFICATIONS:

- MA/MS in relevant discipline
- Experience teaching in an independent school setting

KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to maintain a flexible mindset and an innovative approach to teaching
- Excellent communication and interpersonal skills, ability to collaborate and maintain collegial relations with colleagues
- Knowledge of educational technology; openness to innovation, willingness to learn, ability to integrate evolving IT into curriculum

PHYSICAL REQUIREMENTS:

- Primarily classroom environment, ability to sit at computer and keyboard for moderate periods
- Ability to lift up to 20 pounds on an occasional basis
- Mobility sufficient to move about the campus
- Ability to see, hear, and speak to interact with students, parents, and groups of individuals

COMPENSATION: Faculty salary scale based on degree and years' teaching experience, plus benefits

APPLICATION INSTRUCTIONS:

- Visit www.oes.edu/careers to learn more about the School.
- Fill out the [MS Long-Term Sub Spanish Teacher](#) Application and attach a resume and cover letter.

NOTE FOR INTERNAL CANDIDATES: Login to the payroll system as normal, search for My Career, then select Search for Jobs. This brings up a menu of all open positions allowing you to apply easily from there

Management reserves the right to change or add to this job description at any time.

Oregon Episcopal School does not discriminate in its hiring or employment practices on the basis of race, color, religion, gender (including gender identity or expression), disability, national or ethnic origin, age, sexual orientation, marital status, genetic information, or other legally protected characteristic or status.