



WESTRIDGE SCHOOL

Upper School English Teacher- Long Term Sub

Westridge School is an independent day school for girls located in Pasadena, California. Founded in 1913, the school has an enrollment of approximately 500 girls in grades 4 through 12 and has a long-standing reputation for the excellence of its academic program. Westridge is committed to educating intellectually adventurous thinkers, and courageous, compassionate leaders. Westridge is a vibrant and diverse community that is grounded in the commitment to goodness in all aspects of life and learning. Students are encouraged to learn and thrive in new ways, to try new things, and to be resilient. The school balances challenging academics and a focus on leadership development with a deeply engrained culture that prioritizes physical and emotional wellness and treating oneself, others, and the world with integrity, respect, responsibility, and inclusion. At Westridge, girls gain the confidence and courage to stand up and speak for the ideals of responsibility and integrity as they take their places in an ever-changing world.

Westridge is seeking an experienced upper school English teacher to join our team of dedicated faculty members as a long-term substitute for the 2021-22 school year (hire date of now through completion of second semester). Reporting to the director of upper school, the upper school English teacher will have the skills needed to guide his/her class in engaging and challenging student-led conversations. In addition, s/he will emphasize the fundamentals of close reading, essay writing, and grammar. S/he will maintain a full-time teaching load of four classes as well as serve as an advisor to groups of students. The ideal candidate will have an interest and skill in collaborating with colleagues as well as the potential and willingness to contribute beyond the classroom. The Upper School English Teacher will inspire and challenge students through the school's mission.

Specific Responsibilities Include:

- Four courses – including three sections of English 3 and one section of English 4
- Preparation of course materials in collaboration with the English department, including homework assignments, assessments, and supplementary materials
- Administration and evaluation of class work, assignments, and assessments
- Preparation and maintenance of student attendance records, grades, comments, and other required records including letters of recommendation
- Interest in fostering diversity, inclusion, and social justice to promote a healthy learning environment
- Willingness to take on other duties as needed

Qualifications

- Bachelor's Degree required; advanced degree preferred
- 3-5 years' experience teaching English at the high school or college level, preferably in an all-girls' environment
- Ability to teach different grade levels in English and a willingness to shift grades to accommodate the needs of the department and the school
- Excellent interpersonal, written, and verbal communication skills
- Demonstrated experience and skill in the effective use of technology and integrating technological applications in the classroom
- Attitude of collaboration and collegiality
- A strong commitment to the mission and vision of Westridge School

Schedule and Salary

This is a full-time exempt position and is eligible for Westridge's comprehensive benefits package that includes paid time off, medical, vision, and dental. Office hours are 7:55am-3:15pm; with flexibility to work evenings when necessary.

To Apply

Send cover letter, resume, and references to Jobs@Westridge.org. Include "Upper School English Sub" in the subject line.

Westridge School is an equal opportunity employer. Applicants are evaluated without consideration of race, color, religion, gender, national origin, age, sexual orientation, marital status, disability, veteran status or any other characteristic protected by applicable law. For more information: www.Westridge.org.