



Upper School Social Studies

Fulltime, 9.5 months
Reports to Head of Upper School

POSITION OBJECTIVES

- Develop and execute teaching plans for assigned subject(s)
 - Serve as an Upper School advisor
 - Partner with faculty and administration in support of strategic initiatives
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ESSENTIAL DUTIES AND RESPONSIBILITIES

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

- Plan and execute lessons to help students achieve competence and meet subject-area objectives.
 - Differentiate instruction for students based on ability and/or interest.
 - Work and plan collaboratively with teaching team and department.
 - Conduct advising sessions and conferences with students and parents as needed.
 - Manage and monitor student learning and performance.
 - Assist with extracurricular activities as assigned.
 - Prepare course resources, including teaching and testing materials, articles, workbooks, manuals, and assignments.
 - Adhere and aspire to the Parish Episcopal "Characteristics of Effective Teaching."
 - Promote the School's statement of mission and philosophy.
 - Promote the School's initiatives and statement on diversity, equity, inclusion, and belonging.
 - Prepare students for future courses and make proper course recommendations.
 - Maintain professional credentials as required by Independent Schools Association of the Southwest (ISAS) or other accrediting agencies.
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MARGINAL DUTIES AND RESPONSIBILITIES

Marginal duties of this position include the following. Employees in this position perform some or all of the following tasks. Other duties may be assigned.

- Attends Staff Development Meetings
- Attends Chapel

- Attends Division Meetings
 - Attends school events such as Upper School Meet the Teacher Night, Admission Open House, and Grade Level Retreats
 - Attends Department & Team Meetings
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QUALIFYING CHARACTERISTICS

Parish Episcopal School is actively seeking a professional educator to serve as a full-time Upper School Social Studies instructor and advisor for the 2022-2023 school year. The Social Studies department is known for its collegiality, creativity, intellectual curiosity, and commitment to continuous improvement. We welcome hardworking and good-humored candidates who want to contribute to our dynamic team.

Applicants should be capable and comfortable teaching Social Studies courses across the Parish curriculum. In addition to instructional flexibility, successful Parish teachers and advisors are committed to supporting students' academic and personal development. Finally, applicants should be growth-oriented and open to learning about and teaching in a variety of modalities.

Parish recognizes that teaching excellence comes in various forms, and we hope to see the following characteristics in our applicants:

- Bachelor's or advanced degree in history preferred
 - A minimum of three years of Upper School Social Studies teaching experience
 - Excellent written and verbal communication skills
 - Tact and good judgment when dealing with parents, colleagues, and children
 - Classroom management skills and adherence to school policies
 - Commitment to positive and active participation in the life of the school
 - Ability to meet physical and mental requirements of the position
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The School believes that each individual is entitled to equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, veteran status or any other characteristic protected under federal, state, or local anti-discrimination laws.

The School's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline, and all other terms, conditions, and privileges of employment. All Employees are responsible for complying with the School's equal employment opportunity policy.

Qualified candidates should send a cover letter, resume, educational statement and 3 professional references to employment@parish.org