




5814 Camellia Lane,  
Wilmington, NC 28409

(910) 792-1811   
info@fsow.org   
www.fsow.org 

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## Substitute Teacher (Ongoing)

### Areas of Responsibility

- Implementing and teaching lesson plans and instructions as directed by the absent teacher, or consulting with Division Director or staff members if lesson plan is not provided
- Communicating in a friendly and positive manner towards parents, students, and administrators
- Keeping records on attendance, accidents, and incidents
- Protecting students, equipment, materials, and facilities
- Performing other projects and duties as assigned.
- Serving as an integral part of a caring community of learners

### Qualifications



A bachelor's degree is required. Ideal candidates will have experience working with grade school-aged children, a flexible and team-oriented approach, excellent written and oral communication skills, exceptional organizational skills, superior interpersonal skills, and a sense of humor!

### Essential Duties

The essential duties described here are representative of those that must be met by an employee to successfully perform the everyday functions of this job. The employee is regularly required to talk and hear. The employee frequently is required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee is often required to stoop, kneel, or crouch. The employee must be able to exert a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. The employee must regularly lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, peripheral vision, and the ability to adjust focus. Employees in this job must be energetic and flexible and possess the visual acuity to prepare data, work with records processes, and do extensive reading and research. Due to amount of time spent standing and/or walking, physical requirements are consistent with those for Light work, as defined by the Social Security Administration's Code of Federal Regulations.



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## **Applicant Information**

Individuals who would like to be considered for the Part-Time Middle School Spanish Teacher position at FSW should be prepared to submit all of the following by **[APPLYING HERE](#)**. Only applications received through this portal will be considered.

- Cover letter
- Resume/curriculum vitae
- Contact information for three (3) professional references

## **Who We Are**

Friends School of Wilmington is a preschool-8th grade independent school, rooted in Quaker values, dedicated to fostering a lifelong love of learning and a drive to act always with courage, integrity, and love.

At FSW, our educational mission is grounded in a sustained commitment to academic excellence and moral character; a learning environment where students are equipped to lead lives guided by curiosity and kindness, wisdom and empathy. Starting in our Montessori preschool classrooms, we empower children to explore the world around them through creative, hands-on discovery. Our Lower and Middle School students develop as self-confident critical thinkers who solve problems with authenticity, adaptability, and collaboration.

Our teachers and administrators are the best of the best, the majority of whom hold postgraduate degrees. Through an innovative, robust curriculum that draws upon experiential and service-learning principles, we help each child reach their highest individual potential. This work is supported by first-class campus facilities, like our multi-acre Longleaf Center for Environmental Learning, our Lower School EdTech classrooms, and our Middle School 1:1 Chromebook program. Visit our website at **[www.fsow.org](http://www.fsow.org)** for more information.

## **Commitment to Diversity & Inclusion**

Friends School of Wilmington actively strives to be a community of staff, students, and families of diverse backgrounds. FSW does not discriminate based on age, race, color, gender, gender identity, sexual orientation, religion, disability, socio-economic background, family structure, national or ethnic origin, genetic information, or military service in the administration of its policies and program. We are an equal opportunity employer in both policy and practice.