**Job Title:** Biology Teacher, Dorm Parent, Athletic Coach

**Department:** Faculty

**Supervisor(s):** Science Department Chair

**Position Overview:** The Biology Teacher is a member of the Science Department and as such, is responsible for teaching in the academic environment, as well as coaching either athletic or programs in the Arts and residing in on-campus housing in a dorm parent role.

**Employment Classification:** Full-time, exempt

**Scheduled Days and Hours:** Monday – Saturday and as required on Sunday. Schedule is according to the School Calendar.

**Essential Job Functions:**

- Reflect the Mission of The Gow School to students, faculty, and the community, and adhere to all company policies as listed in The Gow School Employee Handbook;
- Exhibit The Gow School’s core beliefs, embodied in our Four Pillars of kindness, respect, honesty and hard work;
- Teach Biology using multi-sensory teaching methods;
- Contribute to the vitality of the school’s extracurricular activities, athletic program and dormitory life;
- Dorm Parent – Living in a school appointed residence on a full-time basis while school is in session, and supervising students in the dormitory;
- Coach 2 athletic seasons per academic year (either athletic or programs in the arts);
- Contribute to the development within the school of an atmosphere of integrity, rigorous effort, creative activity, intellectual vigor and human sensitivity;
- Contribute to the department’s evaluation of curriculum and teaching methods, materials and means of assessment;
- Continue to grow professionally in the scholarship of the discipline and in teaching effectiveness;
- Promote a classroom atmosphere of enthusiasm for learning and respect for other people and their needs and beliefs;
- Contribute to the operation of the total school program through professional support of the school’s daily routine, rules and regulations;
- Participate meaningfully in the department’s program for self-evaluation and the school’s procedures for evaluation of teaching and teachers in order to achieve the highest potential as a contributing member of the school community;
- Supervise study halls, tutorial periods, and other activities in a professional manner which adheres to the standards of the school;
• Write reports to parents twice quarterly on student academic performance and communicate with parents professionally as required;
• Attend all faculty, department, professional, and advisee meetings as organized by the Administration;
• Understand and support all aspects of the Employee Handbook, Faculty Guidebook, and Student and Parent Handbook;
• Fulfill other responsibilities from time to time as requested by the Department Chair and the Heads of the Middle and the Upper School;
• And, carry out other responsibilities and assignments as may be requested by the Head of School.

**Required knowledge, skills, and abilities:**
• Competent professional with in-depth knowledge of Biology, an openness to growth, a commitment to the art and craft of teaching, and an understanding of professional boundaries and appropriate conduct
• Passionate about working with youth
• Excellent computer skills in a Microsoft Windows environment, including Microsoft Teams
• Effective oral and written communication skills with students, parents, and co-workers
• Detail orientated with strong organizational skills
• Enthusiastic, flexible, and committed to students reaching high learning standards
• Ability to identify and resolve problems in a timely manner
• Excellent judgement
• Patient and flexible team player

**Qualifications:** Bachelor’s degree required, Biology Major preferred. Valid Driver’s License required.