

NANSEMOND - SUFFOLK ACADEMY

POSITION TITLE: Pre-Kindergarten Teacher – Harbour View Campus, 2024-2025 Academic Year
DEPARTMENT: Pre-Kindergarten
REPORTS TO: Head of Lower School – Harbour View Campus
FLSA: Full-time, Exempt
TERM: 10 Months

School Overview:

Nansemond-Suffolk Academy is an independent coeducational, college preparatory day school serving grades Pre-Kindergarten (including 2 year olds) through 12. The school has a current enrollment of approximately 900 students and 180 employees located on two campuses in Suffolk, Virginia. Nansemond-Suffolk Academy is accredited by the Virginia Association of Independent Schools.

Job Summary:

The Pre-K Program at Nansemond-Suffolk Academy's Harbour View campus serves 4-year old, 3-year old and 2-year old students and is licensed by the Virginia Department of Education. We are currently seeking candidates, beginning with the 2024-2025 academic year, to teach in our Pre-Kindergarten Program, who possess extensive Early Childhood teaching experience and knowledge, preferably in an independent school environment.

Essential Functions:

- Provide a safe and nurturing classroom environment conducive to learning.
- Plan, prepare and deliver activities that facilitate active learning experiences and stimulate physical, social, emotional, and cognitive growth in young children.
- Identify and select different instructional resources and methods including learning stations to meet the varying developmental needs of young students and be attentive to personal needs of the young students.
- Differentiate instruction to allow various learners to progress through the curriculum at their own pace.
- Lead students to develop independence and intellectual curiosity and foster the love for learning.
- Utilize technology to facilitate instruction, communication and enhance learning.
- Attend staff meetings and participate in at least 16 hours of professional development activities.
- Exhibit excellent classroom management skills essential for guided discovery and teacher-directed activities.

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- May be required to teach Spanish, Music and movement, Art, and/or other resources, as needed.
- May be required to teach enrichment offerings, sponsor afterschool clubs and/or assist with morning and/or extended care programs.
- Perform additional duties as assigned by the Head of Lower School – Harbour View campus.

Required Education/Background:

- Undergraduate degree in Early/Primary Education or Elementary Education from an accredited four-year college or university.
- Possession of valid teaching licensure in the state of Virginia preferred; certification from other states will be considered as well.
- Knowledge of the developmental and psychological needs of young children.
- Knowledge of emergent literacy skills essential to reading and writing in elementary years.
- Current CPR and First Aid certification.
- Willing to become EMAT or MAT certified.
- Effective in integrating technology into the classroom to enhance learning.
- Familiarity with Virginia Department of Education licensing requirements is helpful but not required.
- Previous successful experience working with very young children.
- One to five years teaching experience preferred.

Required Skills:

- Familiarity with teaching 21st Century skills and possesses a student centered outlook.
- Understands the mission of the school and the need to focus on the education of the whole child.
- Seeks opportunities for continuous professional growth.
- Takes initiative and is self-motivated and creative.
- Values parents as a vital resource in educating a child.
- Represents the school positively in the community.
- Is flexible, patient, and compassionate.
- Understands the critical nature of building positive working relationships with students, parents and community.
- Works collaboratively, not only with teachers in Pre-Kindergarten or Lower School, but also school-wide.
- Working familiarity with technology.
- Excellent organizational skills and communication skills, both verbal and written.

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Nansemond-Suffolk Academy offers a competitive salary, health, retirement, disability and life insurance benefits. Qualified applicants shall submit a completed NSA employment application (form posted online), resume with references and a cover letter explaining their interest in and qualifications for this position to Angie Thompson, director of finance and accounting, at athompson@nsacademy.org, for further consideration. Salary commensurate with experience.

At Nansemond-Suffolk Academy, students are engaged in personal growth, inspired to discover their passion and empowered to make a difference in the world.