The Bolles School
Job Description

Position Title: Long-term Substitute Teacher for Middle School Spanish

Reports To: Campus Head Middle School / World Language Department Chair

Campus: Bartram Campus

This position is needed from XX-XX

Position Purpose: The Bolles School is seeking a passionate and skilled Long-Term Substitute Spanish Teacher to provide high-quality language instruction to our Middle School students. This role is ideal for an individual who is enthusiastic about fostering a love for languages and cultures in a supportive and rigorous academic environment.

Essential Functions:

- Implement and deliver engaging lesson plans that align with the school’s Spanish curriculum.
- Provide instruction in Spanish to Middle School students, ensuring active learning experiences.
- Assess and monitor student progress, adapting instruction to meet the group and individual needs.
- Manage classroom behavior and maintain a positive learning environment.
- Collaborate with other faculty members to enhance the curriculum and integrate interdisciplinary learning experiences.
- Communicate effectively with parents and school staff regarding student progress and curriculum.
- Attend faculty and department meetings as required.

Qualifications:

- Bachelor’s degree in Spanish, Education, or a related field. Master’s degree preferred.
- Teaching certification in Spanish or foreign languages.
- Previous teaching experience, especially at the middle school level, is highly desirable.
- Strong understanding of the cultural aspects of Spanish-speaking countries.
- Excellent communication and interpersonal skills.
- Ability to create an engaging and inclusive classroom atmosphere.

Preferred Skills:

- Experience with independent and/or private schools.
- Proficiency with educational technology and virtual learning platforms.
- Experience in curriculum development and assessment.