Third Grade Classroom Teacher
Job Posting

Founded in 1728, Norfolk Academy is an independent, nonsectarian, coeducational day school of approximately 1200 students in grades 1-12. Located on a 72-acre campus in the Hampton Roads area of Virginia, the school for generations has prepared young men and women not only for the most selective colleges and universities in the country but also for lives of learning, leadership, and service. An honor system is central to the school’s philosophy, as are traditions such as a public speaking program, family-style lunches with faculty and students sharing the midday meal together, open lockers, and daily assembly. A recently completed $68 million capital campaign has provided the school a national-caliber leadership center, a state-of-the-art athletic stadium and track, and major additions to the Lower School and dining facilities. Norfolk Academy enjoys a position among the top handful of independent day schools in the country.

Position Summary:
The Manning Lower School of Norfolk Academy is seeking a full-time 3rd grade classroom teacher to begin in August 2024. In the Lower School, which includes grades 1-6, we are committed to providing a student-centered learning environment focused on meeting the needs of the whole child. We value honor, integrity and relationships as a school community, and alignment with those values is expected of all faculty and staff.

Position Category:  Exempt. 10 months (mid-August to mid-June).

Essential Function:
A Norfolk Academy 3rd grade classroom teacher proactively works to create a positive, nurturing classroom environment for our young learners to teach the subjects of literacy, math, and social studies, in an engaging and creative manner, that is also developmentally appropriate. Experience with literacy instruction rooted in the fundamentals of Science of Reading is preferred. The successful candidate will demonstrate commitment to the cultivation of a student-centered learning environment, possess a sincere passion for teaching and learning, and will model a growth mindset, with the ability to work collaboratively on a grade level team and with members of the Manning Lower School faculty and staff.

Responsibilities include:
- Work with 3rd grade students on the curriculum noted below, with the ability to adjust teaching methods to best fit student needs
  - Math in Focus
  - Being a Writer
  - Words Their Way
  - D’Nealian Handwriting
- Participation in co-curricular activities such as coaching, clubs, or enrichment activities
- Attend all scheduled meetings
- Active involvement in grade-level planning
- Communicate with parents about student activities and progress, as needed as well as during prescribed reporting periods
- Participation in professional development activities
- Head a refectory table to facilitate family style lunch
- Supervise recess and other duties as prescribed by the Lower School administration

**Required Qualifications:**
- Bachelor’s degree in education or a related field; Master’s degree preferred
- At least two years of experience with lower school children in a self-contained classroom setting; 3rd grade experience preferred

**Required Competencies:**
- Dedication and commitment to the well-being and growth of children
- An understanding of and a commitment to the school’s values, as outlined in the Philosophy, Objectives, and Diversity, Equity, & Justice Statement
- Knowledge of Children: Understanding child development, knowledge of how young children learn, and the ability to discern what is developmentally appropriate.
- Passion for the Classroom: A sincere passion and love of teaching and learning, especially as it pertains to the elementary school child
- Pedagogical Knowledge: Expertise in literacy instruction, as well as differentiated teaching strategies, effective classroom management practices, with clear and consistent behavioral expectations
- Skillful communicator: strong written and verbal communication skills, with the ability to engage various audiences, as well as clearly share insights about students and student needs
- Strong relationship builder: Ability to cultivate meaningful relationships with all constituents with a focus on what is best for each child
- Entrepreneurial spirit: demonstrates initiative and is a self-starter who is adaptable, possessing a growth mindset with the ability to think critically, problem-solve, and plan effectively
- Analytical thinker: ability to use data to drive/support student interventions
- Strong organizational aptitude: pays close attention to detail and has effective organizational systems in place for documentation and meetings as needed
- Technology Expertise: knowledge of Office 365 and OneDrive

**Physical Demands**
- Ability to walk, sit, or stand for extended periods of time
- Must be able to lift up to 20 pounds at a time

**Salary and Benefits**
- Norfolk Academy offers competitive salaries and comprehensive health coverage for employees and their eligible dependents
- Norfolk Academy is committed to the professional growth and development of its faculty. Teachers enjoy access to broad grant and professional development programs, including a
professional growth summer grant program and continuing education funding for graduate work, as well as conference attendance and/or professional growth opportunities provide significant, broad-based support for faculty.

- For a list of employee benefits, please visit: https://www.norfolkacademy.org/employment

Non-Discrimination Policy
Norfolk Academy does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, marital status, disability, pregnancy, childbirth or related medical conditions, age, status as a veteran, and/or national origin.

Resume and cover letter and/or completed applications should be submitted online via the Norfolk Academy website.