

The Wesley School
Middle School Electives Teacher [Part-Time]
Job Description 2025-2026

The Wesley School, established in 1999, is a co-ed K-8 independent day school in North Hollywood. Nurturing a community of belonging is at the core of everything we do. By intentionally centering the relational aspect of teaching and learning, our educators provide students with the confidence that can only be created through being known, appreciated, and included. Having been inspired by these exemplary teachers, Wesley students approach all activities with optimism as well as with an understanding of their role to actively take part in shaping their experience, and those around them, with compassion, confidence, and creativity. The essence of Wesley, like most truly special things in life, must be felt to experience the warmth and welcome we have to offer.

The **Middle School Electives Teacher** reports directly to the Middle School Head. The responsibilities of this role include, but are not limited to, the following:

- Provide courses for middle school students (grades 6-8) as part of our electives block in the afternoon from 2:20-3:10 (with the potential to expand after school depending on the course) based on the educator's areas of interest, passion, or expertise. In particular, the Wesley community is interested in offering additional programming in robotics, coding, visual and performing arts (particularly instrumental music, film, and dance), foreign language, creative writing, and more.
- Develop curriculum and programming that aligns with the School's mission and philosophy, and its explicit goals around Diversity, Equity, Inclusion, and Belonging (DEIB) and Social and Emotional Learning (SEL). Be responsive to students' needs as determined by our student population.
- Be a collaborative and engaged member of your team(s), as well as the wider K-8 community.
- Communicate professionally and proactively with colleagues (internal and external), administration, students, and families.
- Be an engaged member of the wider Wesley community, and enhance the life of the School through contributions to school-wide programs, extracurriculars, events, and more, as needed.
- Visibly support the School's mission, values, and strategic plan, as well as explicit emphasis on DEIB as well as SEL.

Desired Qualifications:

- Bachelor's degree or equivalent; advanced degree in education or a related field is preferred.
- Experience with and enthusiasm for working with middle school students, a diverse population of learners, and the specific content area.
- Exceptional interpersonal skills, as well as written and oral communication ability.
- An enthusiastic and collaborative spirit.

- Deep alignment to the mission, and a proven commitment to working within an institution that values Diversity, Equity, Inclusion, and Belonging.

Interested candidates should send a cover letter and a current resume to hr@wesleyschool.org and include “Middle School Electives Teacher” in the subject line.

School requirements include: Background check, First Aid/CPR training (school sponsored), negative TB result.

Salary Range: \$25 - \$125/hour.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Working Environment: Sitting or standing for prolonged periods of time. Light to moderate lifting (up to 30 pounds). Specific vision abilities required by this job include close vision, ability to adjust focus, and adequate hearing. The noise level in the work environment is usually moderate. The ability to speak clearly and coherently is also required. Reaching, kneeling, pulling, pushing, bending, walking, running, jumping, writing, and keyboarding must be possible.

Finally, in the spirit of being a professional member of this community, many of the responsibilities of the position are associated with obligations to engage in school work on evenings, weekends, and summers as necessary, to satisfy school deadlines and the expression of the school's commitments and initiatives. These obligations include but are not limited to a variety of evening events to engage with families, planning of lessons and units as well as assessment of student learning, documentation of the same including report cards and communication with families, and ongoing professional learning. In each instance the school will exert its best efforts to be supportive of and responsive to your needs and challenges.

The Wesley School is an equal-opportunity employer committed to providing a work environment free of discrimination and harassment. All employment decisions are based on business needs, job requirements, and individual qualifications, without regard to race, color, age, disability, national origin, gender identity, sexual orientation, marital status, ancestry, religion, and genetic information. Candidates of color and candidates from other groups traditionally underrepresented in independent schools are encouraged to apply.