



(The Rev'd) David O. Browder, Rector | Seraphim Danckaert, Headmaster

Lower School Latin Teacher (Part-Time) Reports to Lower School Head and Latin Department Chair

Saint Thomas' Episcopal School employs individuals who are committed to upholding our mission of forming honorable men and women through a classical education grounded in a Christ-centered worldview. All faculty are expected to understand and promote the mission, standards, and policies of the School.

Saint Thomas' Episcopal School is seeking a passionate, creative, and dependable person to join our Latin program as a Lower School teacher for 4th and 5th grades. Responsibilities will include, but not limited to, teaching Latin through the Reading Method, tailoring lesson plans, homework, and assessments, as well as participating as a sponsor in the Junior Classical League program. This position will require an individual who is able to handle a wide range of responsibilities and other duties required of a Saint Thomas' Episcopal School faculty member.

We are currently in an exciting phase of program revitalization, transitioning toward a Reading Method approach that builds a seamless bridge to our Middle School curriculum. We are looking for an enthusiastic Lower School Latin teacher who can build upon the foundational elements of classical education.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

- Instructional Leadership & Pedagogy
 - Curriculum Implementation: Execute a reading-proficiency instructional model utilizing Memoria Press' Latina Christiana, supplemented by Minimus, Hands Up, and Paideia Elementa resources.
 - Targeted Grade-Level Instruction: Facilitate a rigorous exploration of Greek Mythology, with an age-appropriate approach. Direct the study of Roman foundational history and heroic narratives.
 - Academic Enrichment: Provide "lateral enrichment" to deepen student understanding of classical culture and linguistics without prematurely advancing into Middle School grammatical structures.
 - Standardized Assessment: Prepare students for the annual Pegasus Mythology Exam (4th Grade) and the Exploratory Latin Exam (5th Grade), ensuring students meet or exceed national benchmarks.
 - Differentiated Instruction: Employ varied instructional strategies to accommodate diverse learning profiles, ensuring all students achieve proficiency in Latin vocabulary, grammar, and syntax.

- Classroom Management & Environment



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- Structured Environment: Maintain a well-organized classroom that emphasizes executive functioning and disciplined study habits.
- Implement a classroom management style that balances rigorous behavioral expectations with a supportive, Christ-centered approach to student development.
- Executive Functioning Support: Provide the necessary scaffolding for students to develop independent work habits and academic resilience.
- Professional Responsibilities
 - Program Development: Collaborate with the World Languages Department Head to refine and expand the Lower School curriculum, ensuring a seamless transition into the 6th-grade Latin program.
 - Collaboration: Work effectively with Lower School faculty and administration to integrate classical themes across the 4th and 5th-grade experience.
 - Institutional Alignment: Uphold the mission, standards, and policies of Saint Thomas' Episcopal School, promoting a Christ-centered worldview in all professional interactions.
 - Reporting: Maintain accurate and timely records of student progress using the Veracross Learning Management System.

Education / Certification: Bachelor's Degree (or higher) in Latin or Classics or related field

Experience Required: Minimum of 2-years related work experience

Required Knowledge: Proficiency in MS Office, Google Suite (Google Drive, Docs, and Sheets), Smartboard

Classification: Exempt

Skills / Abilities:

- Strong knowledge of and affinity for Latin
- Experience with Google Apps for Education and/or course-specific technologies (such as Cambridge Elevate). Ability and willingness to integrate technology in content delivery/skill development
- Lesson planning and the ability to provide engaging and differentiated instruction
- Strong customer service skills and willingness to assist others
- Able to communicate complex information clearly
- Ability to communicate with and motivate children
- Willingness to contribute to the general welfare of the school and its students beyond the classroom
- Excellent verbal and written communication skills with an eye for detail and clarity
- Able to coordinate well with other departments and personnel



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- Maintaining confidentiality and privacy in communications with parents, students, faculty, and staff
- Ethical conduct

Compensation and Benefits:

Compensation is dependent upon experience and degree obtained.

Qualified applicants may submit a resume and completed application (available at stes.org) to Jeri Wisdom, Human Resources Director at wisdom.jeri@stes.org.

STATEMENT OF NON-DISCRIMINATION

Saint Thomas' Episcopal Church & School (collectively the "School") prohibits discrimination in employment because of race, color, national origin, citizenship, sex, disability, or veteran status.

The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age.