



## Upper School English Teacher

### About The Birch Wathen Lenox School

Since 1916, BWL, a K–12, coeducational, college preparatory independent school, has stood out on the Upper East Side of Manhattan as one of the most close-knit institutions the big city has to offer its most promising young people. Inside our unassuming brownstone building is a beyond-supportive community of experienced educators and devoted families who are committed to a mission of fostering growth and celebrating the individual differences of every student. To find out more, visit [www.bwl.org](http://www.bwl.org).

### Position Description

Candidates for this position should be prepared to instruct upper school English courses, including AP English, World Literature, and potentially an elective. The position reports directly to the Upper School Co-Directors.

### Duties and Responsibilities:

- Follow the curriculum map for each course and collaborate with other teachers.
- Meet with other faculty and the department chair, prior to starting the position, in order to prepare and gather materials.
- Make regular assessments of, and report regularly on, student achievement and progress using both formative and summative assessments through Blackbaud, the school's learning management system. This will also include maintaining a gradebook and calendar of assignments.
- Write narrative comments and interim reports.
- Meet with the assigned Mentor and Department Chair regularly to assess progress.
- Communicate and meet with parents, as necessary, to discuss the progress of their children.
- Be available for scheduled extra help at least one time per week.
- Moderate a club, activity, or elective.
- Attend Upper School faculty meetings, department meetings, and team meetings.

### Additional Responsibilities May Include:

- Proctoring study periods and common spaces.
- Monitoring hallways and stairwells.
- Attending evening Admissions events as needed.
- Attending overnight trips.

- Coaching sports teams.

### **Qualifications**

Applicants should have a strong foundation in literacy and English/Language Arts education, including instruction in literature, writing, grammar, usage, and mechanics. Experience teaching AP English courses is preferred. A Bachelor's degree in a relevant field is required; advanced degrees are preferred. Prior teaching experience in one or more of the subject areas listed is also preferred.

### **Salary Range: \$70,000 - \$90,000**

Birch Wathen Lenox has an excellent benefits package, including health insurance mostly paid by the employer, and a retirement account with employer match. The full benefits package will be shared early in the interview process.

The Birch Wathen Lenox School is an equal-opportunity employer committed to excellence through diversity and inclusion. The School does not discriminate on the basis of age, immigration or citizenship status, race or color, disability, gender, gender identity or expression, sexual orientation, national origin, pregnancy, religion or creed, height and weight, military or veteran status, predisposing genetic characteristics, marital status, sexual or reproductive health decisions, employment status, credit history, caregiver/parent status, or status as a victim or survivor of domestic violence, sex offenses, or stalking. All employment decisions are made on the individual merits of each applicant.

### **Contact:**

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