

UPPER SCHOOL ENGLISH TEACHER

Position Summary:

The Upper School English Teacher is responsible for teaching various levels of English to upper school students (grades 9-12).

Responsibilities:

- Plan and implement English lessons based on required school standards.
- Develop lesson plans and supplementary materials compatible with the school's basic instructional philosophy and course standards.
- Develop student strength, confidence, and well-being by cultivating student awareness and ownership of personal performance.
- Establish and maintain standards of student behavior to provide an orderly and productive environment.
- Continually assess student progress and keep students and parents well informed.
- Work cooperatively with teachers within the department to support the planning and implementing of our English program.
- Participate in school-wide professional development and seek continual feedback and coaching to develop as a teacher.
- Perform necessary duties including but not limited to morning arrival, lunch, dismissal, and after-school responsibilities.

Minimum Qualifications:

- Bachelor's Degree or higher.
- Minimum 2-5 years' experience preferred.
- Excellent written and oral communication skills.
- Commitment to excellence and ability to work both independently and in a collaborative environment.
- Pass a criminal background check and drug test.

All applicants should submit the following to Sharon Burt, Assistant to the Head of School, at sburt@donohoschool.com:

- Resume and Cover Letter
- List of References