



FACULTY JOB DESCRIPTION

Position/Title: Pre-Primary and Primary School French and Spanish Teacher (part-time - 60%)
Appointment: School Year 2018/2019
Reports To: Director of the Pre-Primary and Primary Schools

Laurel School seeks talented faculty who will put our students first and strive to make a difference in their lives. We seek to attract culturally and academically diverse faculty who thrive on being engaged participants in our community. The most successful candidates see opportunities before problems, can laugh at themselves and succeed in a fast paced, forward-thinking educational environment. We are particularly interested in attracting teachers who have lived internationally, who have experience in residential settings, who view themselves as entrepreneurial, flexible, curious and creative. Laurel lives the mission: to inspire each girl to fulfill her promise and to better the world. We continually challenge our community to dream, dare, and do.

Position Summary

We are seeking a dynamic and talented teacher for our Pre-Primary and Primary French and Spanish program, which serves students in our FLEX and FLES courses. The ideal teacher is inspired to spur the program forward. She or he emphasizes the use of the target language in class, is able to differentiate instruction based on learning styles, and uses a variety of assessment strategies. She or he will also need to collaborate with World Language teachers across divisions and participate in the implementation of an articulated language curriculum.

Duties and responsibilities include:

- Preparation and implementation of daily lessons
- Delivery of assignments and timely evaluation of all relevant class work and student progress
- Design and implementation of appropriate, authentic assessments and support of individual student learning styles
- Timely and proactive communication with parents about student progress
- Collaboration with other members of the faculty, administration and staff on experiential, interdisciplinary and community-based opportunities that add to the school community
- Effective and timely communication with varied school constituencies in person, through email and through voice mail
- Support of divisional and school-wide initiatives through committee work, where appropriate
- Other duties as assigned

Required Qualifications

The successful candidate has native or near-native proficiency and experience teaching French and Spanish at the primary level. She or he ideally holds an advanced degree in French or Spanish (e.g., language, literature, pedagogy, etc.), possesses excellent English writing and speaking skills, and has basic information technology and computer skills. We will consider candidates proficient in just one of the target languages for an approximate 25% position. Previous experience teaching girls is helpful but not required, as is previous

experience in a private educational setting. A passion for working with Pre-Primary and Primary School age students is essential.

Salary

Laurel offers competitive compensation and a comprehensive benefits package.

To Apply:

Please see www.laurelschool.org for further information and a job application.

Work Environment

Laurel School is a dynamic, forward-thinking, K-12 girls' school, with a co-ed pre-primary division where every child is well known. As a Facing History and Ourselves School, Laurel is fully committed to equity and inclusion; we actively seek culturally diverse faculty and staff.

Laurel teachers are committed to:

- the study of research on girls' education
- integrating this knowledge into classroom practice
- working with each girl to fulfill her promise
- flexibility and openness to new ideas
- the academic and social development of girls
- involving parents as partners in the educational process
- the creation of a classroom community
- the integration of community-based learning projects at the classroom level and as a part of the whole school community
- equity and inclusion
- multicultural education
- outdoor education and sustainability

Laurel enjoys an outstanding local and national reputation and is home to the Laurel Center for Research on Girls. In a highly competitive school landscape, Laurel is fortunate to be a school of choice in Cleveland. Our emphasis on the whole child and our legacy of excellence in the teaching of girls set us apart. Located in Shaker Heights, OH (15 minutes from downtown Cleveland) with an additional rural campus 17 minutes away, the school has an urban/rural advantage. The work environment is noted for being family-friendly and flexible. The feeling in the school is joyous, collaborative, and innovative. Our curricular philosophy emphasizes community-based, interdisciplinary and experiential learning. Collaboration and reflective practice are key to pedagogy at Laurel. The school is fully committed to a culturally diverse faculty and student body.

Laurel School is dedicated to providing equal employment opportunities to all personnel and applicants for employment without regard to race; color; religion; sex; national origin; handicap or disability; sexual orientation; or status as a veteran, Vietnam era, or special disabled veteran.