



## FACULTY JOB DESCRIPTION

**Position/Title:** Upper School Biology/Chemistry Teacher  
**Appointment:** School Year 2020/2021  
**Reports To:** Director of the Upper School

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 view themselves as entrepreneurial, flexible, curious and creative. Laurel lives our 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 who can teach primarily Biology and Chemistry. Ability to plan and write curriculum is also an area of focus. The ideal teacher will create a rich, inquiry-based, learning environment and offer a variety of instruction including lab work, discussions and research projects. S/he will have the ability to work collaboratively with other STEM teachers and develop and deliver effective lessons that differentiate instruction to a diverse group of learners.

### 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 students.
- Timely and proactive communication with parents about student progress
- Advising of a small group of students
- Collaboration with other members of the faculty, administration and staff on experiential, interdisciplinary and community-based opportunities that add to the school community
- Active participation in all faculty and staff meetings
- Support of divisional and school-wide initiatives through committee work, where appropriate
- Instruction of students as a Dream, Dare, Do or LifeSkills facilitator
- Supervision and/or participation in non-academic activities, including lunch, study halls, dances, class trips, etc

### Required Qualifications:

The successful candidate will hold a Bachelor of Science or graduate degree in Biology, Chemistry or a related field. Prior experience teaching in a high school setting is an asset and demonstrated experience with curriculum design and development is preferred. Candidates for Laurel teaching positions should be enthusiastic about pedagogy, particularly inquiry-based approaches and differentiated implementation that is best suited to a variety of learners. Successful candidates will possess a positive attitude, excellent written and verbal skills, strong organizational skills, and proven success within a work setting that requires collaboration, cooperation, and collegiality. The candidate must possess or acquire and maintain a State of Ohio issued teaching certificate or non-tax certificate. The school welcomes the opportunity to continue to find ways to diversify our faculty.

## To Apply

Please see [www.laurelschool.org](http://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 a 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.*