

## UPPER SCHOOL ENGLISH TEACHER

Appointment: Full-time

Reports to: Upper School Director

Andrews Osborne Academy (AOA) is an independent, coeducational, college preparatory day (PK to grade 12) and boarding (grades 7-12) school near Cleveland, with a beautiful 300-acre campus located in Willoughby, OH. Our Academy offers early childhood, elementary, middle, and secondary education to committed students in a multicultural setting. AOA is known throughout the region for offering a community built upon deep and meaningful relationships between and among teachers, students, families, and staff, and for developing a superlative educational paradigm. That paradigm is invested in two deeply held beliefs - that students need to think critically AND creatively, and that knowledge is deepened through plurality. An AOA education empowers students to develop into empathic and caring global citizens capable of leading the way into a dynamic future.

### Job Description:

The Upper School English faculty report to the Upper School Director and each teach five (5) classes per academic year, serve as an advisor for students, and take on other duties as assigned by the Upper School Director.

General duties and responsibilities also include but are not restricted to the following:

- Teach five (5) classes
- Serve as an advisor to ~10 students
- Ensure that formal and informal evaluation and feedback allows students, parents, and faculty to get an accurate picture of each student's skill development and performance
- Teach both critical AND creative thinking skills as they apply to the content area
- Provide narrative comments at selected intervals throughout the year
- Keep online gradebook up-to-date
- Serve as a Club Advisor (meets during the school day)
- Serve on a Weekend Duty Team rotation to chaperone weekend events

### Qualifications:

- Experience teaching English at the high school level
  - In particular, AP Language and Literature experience preferred
  - ELL experience and TESOL training is a plus but not required
- Master's degree is preferred but not required
- Strong commitment to Diversity, Equity, and Inclusion and fostering this in community
- Demonstrated skill and enjoyment working with adolescents
- Understanding of human development and characteristics of adolescents
- Warmth, sense of humor, and tact
- Ability to collaborate with colleagues and work as part of a team
- Ability to communicate effectively with students and parents
- High standards of professional conduct

Interested parties should send to Upper School Director, Wesley Wilson, (wwilson@andrewsosborne.org) the following:

1. A letter of interest
2. Resume
3. A list of three references and their contact information

*All applicants should know that a formal BCI/FBI background check will be a part of this hiring process.*

*Andrews Osborne Academy is an equal opportunity employer committed to cultural diversity in our workforce.*

[www.andrewsosborne.org](http://www.andrewsosborne.org)

Andrews Osborne Academy  
38588 Mentor Avenue  
Willoughby, OH 44094  
440.942.3600