



# GLADES DAY SCHOOL



## Glades Day School

Belle Glade, Florida

### Middle/Upper School English Position

**Mission:** We COMMIT to provide a safe, family environment and to INSPIRE all students to LEAD academically, athletically and spiritually.

**General Purpose:** The Middle/High School English teacher works under the supervision of the English Department Head and the High School Principal. He or she is a collaborative member of the English Department and is responsible for the classes he or she teaches. The candidate must have a personal and professional attitude to meet the needs of the students and their parents. Also, the candidate must exhibit a high level of commitment and a passion for the mission of Glades Day School. The Middle/High School English curriculum offers classroom instruction focused on reading great works of literature, ranging from mythology to history and from Shakespeare to Amy Tan. Reading is the foundation and writing is likewise essential. Writing includes instruction in grammar, punctuation, and usage, as well as essays, research papers, and speeches. Class assignments may include English 6-8, English I, English II, English III (American Literature) and English IV (British Literature).

#### Live the Characteristics of Professional Excellence:

- I strive to develop caring and supportive relationships with students, parents and community members.
- I commit myself to building the school culture through involvement.
- I vow to support collegial interdependence through the promotion of academic, athletic and spiritual growth.
- I pledge to wisely and respectfully communicate in the most effective manner and on a regular basis with my students, colleagues, parents and community members.

#### Minimum Qualifications:

- Minimum of a Bachelor's Degree in a related field
- Knowledge of and/or experience in the best practices of teaching English, including literature, literary analysis, grammar and writing
- Great oral and written communication skills with ability to lead students and programs
- Experience integrating technology into the curriculum

#### Teaching Responsibilities:

- Follow the employee policies and Basic Expectations of all GDS faculty
- Conduct an instructional program according to the Curriculum Guides
- Evaluate and grade students' class work, and assignments
- Prepare course materials such as syllabi, homework assignments and handouts
- Keep abreast of developments in the related field by reading current literature, talking with colleagues and participating in professional development, yearly
- Plan, evaluate, and revise curriculum and course materials and methods of instruction
- Select and obtain materials and supplies such as textbooks
- Serve on academic or administrative committees that deal with institutional policies, departmental matters and academic issues
- Possess the ability to use a variety of teaching styles and methods
- Utilize data to plan instruction quarterly, focusing on areas where growth is needed

**Other Duties as Assigned:** This job description does not list all the duties of the job. Candidate may have other duties as listed on the contract. Must be available to assist in all-campus activities including, but not limited to: Winter Festival, Annual Parent/Board Meeting, Awards Banquets, Annual Spring Gala, Guidance and Student Services, Textbooks, Pre- and Post-Planning Days. Glades Day School reserves the right to revise this job description at any time.

Above all else, he/she supports and upholds the Head of School in all endeavors, and presents a united front to students, teachers, staff, Trustees, and all constituents.

Contact Person: Please email a resume and letter of interest to Mr. Jim Reynolds at [jreynolds@gladesdayschool.com](mailto:jreynolds@gladesdayschool.com)

\*Please include any experience you may have in teaching Advanced Placement or elective courses, coaching, and/or sponsoring extra-curricular activities.