



Position Title: Interim Third through Sixth Grade Spanish Teacher

Date Modified: July 6, 2020

FLSA Classification: Exempt

Reports to: Division Heads (Lower and Middle)

About St. John's

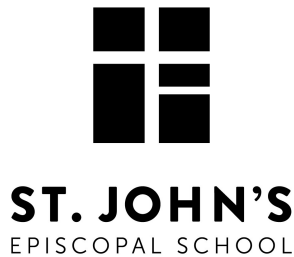
St. John's is an independent, coeducational Episcopal school serving up to 500 students in grades pre-k through eighth. Located in a park-like setting on 10 acres in East Dallas, the School offers its employees and students a supportive esprit de corps fueled by a common mission – one dedicated to a program of academic excellence designed to train the mind, strengthen the character, and enrich the spirit of each student in a Christian environment. We think of St. John's not only as a school, but also as a very special kind of community. We seek to employ people who – regardless of the role they play in the School – understand that they impact the lives of our students, families, and colleagues. The St. John's Code calls us to model honesty and respectfulness in our relationships, responsibility in the performance of our assignments, and a caring attitude that extends to all members of our community

Position Purpose

The St. John's world language department seeks to ignite in students an interest in and passion for language study that leads them to discover different cultures and contributes to the growth of students' language skills and their global perspectives. At St. John's, students participate in Spanish classes from pre-k through fourth grade (Lower School). In fifth grade (Middle School), students rotate through French, German and Spanish classes, subsequently selecting one of those three languages to study in sixth, seventh and eighth grades. Most students who study Spanish through eighth grade place into Spanish II or above in high school.

The third through sixth grade Spanish teacher serves as a bridge from the Lower to Middle School Spanish curriculum. This full-time position requires the teacher to teach Spanish in a blended on-campus and virtual 1:1 iPad environment that values project-based learning, collaboration and differentiated instruction. The Spanish curriculum encompasses:

- Third and fourth grades: cultural exploration emphasizing introductory vocabulary and dialogue;
- Fifth grade: travel-based cultural exploration emphasizing vocabulary, dialogue and written expression;
- Sixth through eighth grades: grammar, vocabulary, oral, aural and written practice, increasingly complex language functions, cultural awareness.



The teacher will also be responsible for collaborating with the pre-k through second grade Spanish teacher and the sixth, seventh and eighth grade Spanish teacher to ensure continuity of curriculum and skills acquisition.

Key Accountabilities

- Guide the development of age-appropriate Spanish skills.
- Cultivate a culturally competent Spanish classroom by establishing and maintaining a respectful and conscientious environment.
- Participate in continuous curriculum evaluation and collaborate with grade-level peers and integrated arts, drama, and technology specialists to extend and enrich the curriculum.
- Collaborate with vertical team members to ensure Spanish curriculum continuity between Lower and Middle School. The vertical team monitors and advances the quality of the overall program and the progress and success of students.
- Maintain curriculum documentation in accordance with school requirements.
- Understand and meet the developmental and academic needs of third through sixth grade students of varying academic, social and emotional abilities. Differentiate instruction to meet individual student needs.
- Provide feedback to students and parents using a variety of tools including progress and grade reports, in-person and video conferences, phone calls, emails, and one-on-one meetings. The teacher is expected to write thoughtful, meaningful, and well-articulated comments that reflect students' progress and give specific direction for growth.
- Maintain daily lesson plans and effectively use the Student Information System, Learning Management System, and various other online tools. The teacher is expected to electronically record attendance, gradebooks, and reports.
- Attend and contribute to regular grade-level, vertical, divisional, and all-employee meetings.
- Fulfill other duties as assigned, such as lunch and carpool duty.
- Adapt curriculum and instructional modalities as necessary based on whether learning is taking place on campus, at home or in a hybrid environment. Demonstrate technical proficiency and the ability to plan, organize, teach, and communicate in person as well as in synchronous and asynchronous online environments.

Opportunities and Challenges



The third through sixth grade Spanish teacher plays an important role in the life of a St. John's student. By bridging Lower and Middle School, the teacher is one of the few adults familiar to students as they enter Middle School. The teacher must:

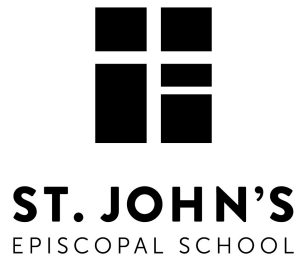
- Model the St. John's Code of respect, responsibility, honesty, and care.
- Demonstrate clarity in verbal and written communication.
- Demonstrate strong listening skills.
- Embrace the School's Episcopal identity, ethos and commitment to respecting the dignity of each individual.

Growth Mindset

- Collaborate with colleagues on the development of curriculum and practice of instructional strategies.
- Leverage the knowledge, skills, and abilities of the Student Support Team in support of student needs.
- Pursue growth in relevant technology skills.
- Network with peers at other local and national independent and Episcopal schools.
- Demonstrate commitment to personal and professional growth.
- Attend conferences and professional meetings to remain current with Spanish curriculum, world language instructional strategies, multicultural instruction, and social and emotional learning.

Qualifications

- A Bachelor's degree is required; an advanced degree preferred.
- Fluency in Spanish that includes a strong knowledge of Spanish grammar and vocabulary as well as training in second-language instruction.
- Minimum of five years of experience teaching Lower and/or Middle school Spanish.
- Demonstrated ability to design and deliver lessons in hybrid and online learning environments.
- Must meet minimum technology proficiency standards, including the ability to work in online Student Information and Learning Management Systems, to schedule and conduct classes via Microsoft Teams and Zoom, and to use the Microsoft 365 suite.



Physical Requirements

- Ability to lift approximately 30 lbs.
- Ability to work for extended periods of time, including weeknights and weekends when required.
- Ability to work with children and adults in indoor and outdoor settings.
- Ability to work in on-campus, home, field trip and overnight trip settings.

How to Apply

For questions, more information, or to submit your letter of interest and resume in PDF format, please contact:

Mrs. Chris Patterson, Chief of Staff
cpatterson@stjohnsschool.org
214-328-9131

In our commitment to diversity and equity, St. John's Episcopal School does not discriminate regarding race, color, ethnicity, national origin, sexual orientation, gender, age, genetic information, disability, pregnancy, marital status, religion, military status, and/or any protected category. This commitment extends to our employment, educational, admission, and financial-aid policies, and other school-administered programs.