FACULTY JOB DESCRIPTION

Position/Title: Middle and Upper School Performing Arts Teacher
Appointment: Fall 2022, mid-August - November 9, 2022
Reports To: Director of the Middle 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 and are committed to anti-racist education and the development of young women as authentic learners and leaders. The most successful candidates are solutions-driven, are willing to listen to learn, embrace iteration and practice as a necessary part of the product, see opportunities before problems, and thrive in a fast-paced, forward-thinking educational environment. Laurel lives our mission: to inspire each girl to fulfill her promise and to better the world. We continually challenge our community to question existing paradigms and to dream, dare, and do.

Position Summary
Laurel School seeks a long-term substitute Dance and Drama teacher for Middle School courses. This position involves teaching sixth through eighth grade, helping with biweekly Assembly, and directing a performing arts showcase during the school day, and offering a month-long after-school theater workshop for third, fourth and fifth graders.

Duties and responsibilities include:
● Preparation and implementation of daily lessons
● Assignment and timely evaluation of all relevant class work
● Design and implementation of appropriate, authentic assessments in each core curricular area
● Comprehensive, ongoing documentation of student progress
● Preparation of regular, detailed rubrics and formal narrative reports on student progress
● Assessment and support of individual student learning styles
● Collaboration with other members of the faculty and staff
● Attendance at faculty meetings, parent conferences, and admission events
● Effective and timely communication in person, through email and through voice mail with varied school constituencies
● Supervision and/or participation in non-academic activities, i.e. lunch, recess, and after school dismissal
● Planning, orchestrating and leading Middle School Assemblies
● Oversight of one showcase per trimester to which families are invited
● Teaching (or co-teaching) of an ungraded, mixed grade level elective
● Membership on a grade level team, including attending weekly meetings to collaborate on the academic program
● Advising a group of middle school students, about 10-12 girls, on their academic and social development

Required Qualifications
The ideal candidate holds a degree in Theater or Dance or Education (bachelor’s required, master’s preferred) and has at least three years of teaching experience. Other desired skills include strong rehearsal technique, and a commitment to an encouraging and supportive, yet challenging, rehearsal process. S/he must 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. Ability to lead one or more co-curricular activities, or to coach a sport, is desirable. The school welcomes the opportunity to continue to find ways to diversify our faculty.

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 a culturally diverse faculty and staff.

Laurel teachers are committed to:

- The study of research on girls’ education and integration of this knowledge into classroom practice
- Diversity, Equity, Inclusion, and Belonging
- Anti-racist, multicultural education
- The academic and social development of girls
- Working with each girl to fulfill the school’s mission
- The creation of an inclusive classroom community
- The integration of community-based learning projects at the classroom level and as a part of the whole school community
- Involving parents as partners in the educational process
- Outdoor education and sustainability
- Flexibility and openness to new ideas

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; gender identity; national origin; handicap or disability; sexual orientation; or status as a veteran, Vietnam era, or special disabled veteran.