Title: Spanish Teacher
Date: March 14, 2022
Report: Director of Academics

Oldfields School, an all-girls international boarding and day school, grades 8-12, located in northern Baltimore County, seeks applicants for a Spanish Teacher. This is a full-time, exempt position with an August 2022 start date. The ideal candidate will be comfortable developing and teaching introductory through advanced levels of Spanish classes. This is an outstanding opportunity for a Spanish teacher who seeks a broad degree of autonomy in course development, possesses a high degree of integrity, and holds a keen interest and deep commitment to the value of single-sex independent school education.

Teaching Responsibilities:
- Teach four to five Spanish classes per semester, from introductory to advanced levels.
- Actively engage and support the School’s commitment to a diverse, equitable, and inclusive community as defined by the School’s Diversity Statement and strategic plans and initiatives.
- Support the development of the School’s Arts and Global Justice concentration programs.
- Develop and lead experiential learning activities and programs, including weekend activities, week-long Winter Programs, and two-week long May Programs to Spanish speaking countries.
- Maintain regular communication about student academic progress with students, parents, advisors, the Humanities Department Chair, and the Director of Academics. This includes effective use of the School’s online class management and gradebook systems.
- Serve on weekend duty team rotations once per month.
- Adhere to and assist in enforcing all School policies and procedures.
- Promote the mission of the School.
- Perform other duties as assigned by the Director of Academics or Humanities Department Chair.

Other Required Duties:
- Serve as an advisor for 3-5 students and perform other duties supporting the School community.
- Serve on weekend and weekday duty team rotations.
- Coach or lead athletic or co-curricular activities.

Qualifications:
- B.A. in Spanish or a B.A. in another area for native Spanish speakers.
- Understanding of and desire to work with high school students.
- Energy, enthusiasm, and curiosity.
- A passion for creative expression with a willingness to inspire and support all kinds of learners.
- Demonstrated commitment to equity and inclusion and a high degree of cultural competency.
- Familiarity with or ability to quickly learn G-Suite applications.
Interested candidates should send a resume, cover letter, diversity statement, and references in a single PDF document to employment@oldfieldsschool.org. Please reference the position being applied for in the subject line. Onsite interviews may be required. Background checks are performed on all new hires. Oldfields School offers a dynamic and supportive work environment, competitive salaries, and a generous benefits package. On-campus housing may be available (but not required) for this position. Oldfields School is an Equal Opportunity Employer.

At Oldfields, each girl’s success is enhanced as we celebrate the personal experiences that often are informed by socio-economic status, race, age, nationality, ideology, sexual orientation, gender identity, expression and ethnicity. We honor and respect the opportunity to learn and grow from the multitude of valuable life experiences and personal beliefs from every member of our community. The community is committed to a continuously active and innovative process of creating a welcoming, inclusive, and safe environment for everyone.

NON-DISCRIMINATION STATEMENT

Oldfields School prohibits discrimination based on the following characteristics: race, color, religion, national origin, sex, marital status, disability and age in its admissions procedures, educational programs, services, activities or employment practices.

The following persons have been designated to handle inquiries regarding the School’s non-discrimination policies, including its Title IX policy:

Name: Claire Guidera  
Title: Dean of Students  
Office Address: 1500 Glencoe Rd. Sparks Glencoe, MD 21152  
Telephone Number: 443-662-1005  
Email Address: guiderac@oldfieldsschool.org

For assistance related to Title IX or other civil rights laws, please contact OCR at OCR@ed.gov or 800-421-3481, TDD 800-877-8339.