

Middle and Lower School Substitute Teachers

As we return to in-person teaching and learning at SFFS, Substitute Teachers will be important members of the SFFS teaching team. Substitute Teachers will be key in helping maintain safe, consistent, and productive learning experiences and environments for all. While the teaching commitments likely will change daily, the role will be on campus four days per week - Monday, Tuesday, Thursday, and Friday - for the full school day (8am-3:30pm). We seek experienced educators compelled by the Friends School mission, which includes an exemplary education supported by a community dedicated to peaceful problem solving, service to others, simplicity, respect for the individual, and silent reflection.

Overview of Responsibilities

Substitute Teachers will serve students in all grades K through 8 (we are looking for one lower school sub and one middle school sub). Our lower school has two classes at each lower school grade level, K-4. Our middle school has four to five sections per grade, 5-8. Substitute Teachers will be asked to teach in various grades and subjects where needed. This role reports to either the Lower or Middle School Division Director and responsibilities will include the following:

- Leading in-person instruction across various grade levels as needed (either grades K-4 or grades 5-8). This could happen with our grade level classrooms or with our proctored learning classes, all of which take place on campus.
- Execute the teacher's lesson plans and report back to the teacher any concerns or issues from the day.
- Facilitating and monitoring safety routines, including COVID-19 policies and procedures as needed.
- Social emotional learning support for students
- Assist with various duties and provide support for teachers and students as needed
- Accompanying students and attending some specialist classes, as needed
- Provide short-term coverage for Lead Teachers or Teaching Assistants, as needed

Additional responsibilities may be considered based on individual interests and experience. We seek to staff our school with educators:

- who are flexible and willing to adapt to the needs of their students and the overall school during these extraordinary times
- who have a pioneering spirit, take initiative, have an interest in Quaker educational pedagogy
- who are inspired to develop creative problem solving skills and be active and engaged members of the SFFS community.

Skills:

- Student and learning centered
- High EQ Emotional Intelligence
- Highly comfortable working with emerging Technologies for Distance programs
- Experience with variety of teaching methodologies in all subject areas and across K-4
- Highly collaborative and creative
- Excellent Communicator
- Flexible

*Please note: This is a position that is built around being on campus. If the school transitions back to distance learning, the role will be on hold until students transition back to campus.

Please email a resume and letter of interest to jobs@sffriendsschool.org, with attention to Guybe Slangen, Director of Community Engagement

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