Poly Prep seeks applicants for the anticipated position of **MIDDLE SCHOOL ENGLISH TEACHER**. A **Middle School English Teacher** teaches English to classes in the fifth through eighth grades. In this case a **Fifth and Sixth Grade English Teacher** specializes in teaching students in those grades with particular attention to student needs as they transition from primary school and pre-adolescence to secondary education and adolescence. The teacher will fulfill all the tasks of a classroom teacher including planning and preparation, classroom instruction, assessment, maintaining accurate records, and communicating with families.

The ideal candidate will possess both excellent professional qualifications and a passion for teaching and learning. Other essential qualities include enthusiasm for working with students, families, and colleagues and a sense of humor. That person will also be both flexible and creative and work well under deadlines. We seek an individual who is committed to promoting diversity and inclusion, and whose personal integrity and collegiality will enrich a high-achieving, collaborative environment.

**PRIMARY RESPONSIBILITIES AND ACCOUNTABILITIES**

- Teaching four sections of fifth and sixth grade English
- Maintaining an accurate electronic gradebook
- Effectively and supportively communicating with students and families
- Providing written and oral feedback on student progress consistently throughout the school year

**Additional Responsibilities:**

- Assume role as an advisor for a group of students (approximately 7)
- Advising a club or activity and supervising periodic study halls
- Demonstrating energetic commitment to professional development
- Attending and contributing to meetings during and after the school day, including, but not limited to, departmental, committee, divisional, and grade-level meetings
- Accompanying students on occasional curricular trips
- Attending community events throughout the school year

**QUALIFICATIONS**

**Education:** Bachelor’s degree in English, education, or a related field or related disciplines required. Graduate degree preferred.

**Experience:** Three years of teaching experience in middle school English or a related subject.

**Specific Skills:** The position requires familiarity with computers and educational technology.

**Certifications/Licenses:** None, but standard teaching certification preferred.
Poly Prep strives to be an equitable, just, and diverse community, one proud of and deeply committed to empowering students to discover who they are and what they want to be. In keeping with the country day school philosophy, we seek community members who will share a passion for learning in and out of the classroom. Every educator at Poly Prep aspires to uphold our mission “to support and inspire the next diverse generation of leaders and global citizens to act with intelligence, imagination and—above all—character.”

We offer a great environment, with a full benefits package (medical, dental, vision, life insurance, a generous match on our 403(b) retirement plan, long-term disability, flexible spending account, pre-tax commute benefit, and free lunch).

How to Apply: Interested applicants should send a cover letter and current resume detailing their interest in the position and specific evidence of their qualifications to Peter Nowakoski, Chair of English Department at hiring-english@polyprep.org.