



Position Title: Spanish Teacher (grades 5-8)

Date Modified: February 2024

FLSA Classification: Part-time, non-exempt

Salary Range: \$30-40/hr, depending on experience

Reports to: Head of School

About St. Patrick's Episcopal Day School

St. Patrick's is an independent, coeducational Episcopal school serving approximately 150 students in grades Kindergarten Readiness through seven. Located on a picturesque hilltop in Thousand Oaks, the School offers its employees and students a supportive esprit de corps fueled by a common mission – to inspire and equip children to transform the world. St. Patrick's is not only a School, but also a very special Community of Kindness. 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.

Position Purpose

St. Patrick's Episcopal Day School 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. Patrick's students participate in Spanish classes beginning in kindergarten.

The fifth through eighth grade Spanish teacher serves as a bridge from the Lower to Middle School Spanish curriculum. This part-time position requires the teacher to teach Spanish in an environment that values project-based learning, collaboration and differentiated instruction. The Spanish curriculum encompasses:

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

This position will be 3-days per week, approximately 11 hours per week in 2024-25 (grades 5-7) expanding to 15 hours per week in 2025-26 (grades 5-8).

The teacher will also be responsible for collaborating with the kindergarten Spanish teacher and the first through fourth 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 fifth through eighth 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. Patrick's Community of Kindness.
- 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 three 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 Google for Education Workspace..

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

Complete an [EdJoin](#) online application OR submit your letter of interest and resume in PDF format to Dr. Jayme Johnson, Head of School, jjohnson@stpatriksto.org

It is the policy of St. Patrick's Episcopal Day School to provide equal employment opportunities to all qualified persons and recruit, hire, train, terminate, promote, and compensate persons in all jobs without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, or other protected classifications in accordance with federal law.