



## Lower School (K-4) Teaching Fellow 2019 - 2020 School Year

Trinity Episcopal School seeks applications for the Lower School (K-4) Teaching Fellowship for the 2019-2020 school year.

Trinity Episcopal School is a forward thinking, independent day school with approximately 540 students in Kindergarten through eighth grade located in West Lake Hills, close to downtown Austin, Texas.

### Overview

The Lower School Teaching Fellow collaborates with the Lead Teacher to deliver the strongest education and experience possible for Trinity students. The Fellowship provides “on-the-job” training for individuals to continue their growth and experience in a progressive, research-based environment.

### Reporting

The Teaching Fellow reports to the Head of Lower School and works under the direction of the Dean of Lower School, Literacy Instructional Support Specialist, and Lead Teacher to whom he or she is assigned.

### Responsibilities

The Teaching Fellow role is integral to ensuring the quality of a Trinity education. The Fellow will be charged with:

- Working collaboratively with the Lead Teacher and grade level team on a range of tasks (major areas of responsibility: differentiating instruction, administrative tasks, performing assessments, and collecting data).
- Facilitating a positive classroom community.
- Facilitating positive behavior management, counseling with students as daily issues related to social/behavioral/emotional situations arise.
- Assuming the role of the Lead Teacher when the Lead Teacher is away from the classroom.
- Upholding the mission and values of Trinity Episcopal School and being a positive and active member of the community.

The Lead Teacher has ultimate responsibility for the classroom, students, and parent communication, and it is expected and necessary that the Lead Teacher and Teaching Fellow operate as a positive and cohesive team.

In order to ensure maximum professional growth, the Teaching Fellow will participate in professional development training activities and faculty meetings as directed by the Head of Lower School. The Dean of Lower School, the Literacy Instructional Support Specialist, and the Lead Teacher will support each teaching fellow in defining his/her professional goals and in scheduling classroom observations or special training activities that support those goals.

### Required qualifications:

- Strong work ethic and excellent character
- Exceptional writing skills and strong verbal communication skills
- Ability to be an innovative, flexible, collaborative, and positive member of a faculty
- Bachelor’s degree, or higher, from an accredited college or university
- A strong desire to grow professionally and personally

**Preferred candidate's qualifications:**

- Previous classroom or student-teaching experience
- Familiarity with the Reading and Writing Workshop model
- Knowledge base in the area of constructivist mathematics education
- Interest in pursuing a career in education

**To Apply:** Please submit your resume and any letters of recommendation to Human Resources, Trinity Episcopal School, 3901 Bee Cave Road, Austin, Texas 78746, or via email to [employment@austintrinity.org](mailto:employment@austintrinity.org). No phone calls please.

Trinity Episcopal School invites all qualified individuals who share our core values to apply for faculty positions. All faculty members must be able to support Trinity's mission as a Christian school.

Trinity Episcopal School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

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