**Position Title: Middle School German Teacher**

**Department:** Middle School

**FLSA Classification:**  Exempt

**Reports to:** Head of Middle School

**Full/Part Time:** Part-time

**Date Modified:** January 2024

**Start Date:** August 2024

**About St. John’s**

St. John’s is an independent, coeducational Episcopal school serving up to 500 students in grades pre-k through eight. Located in a park-like setting on 10 acres in East Dallas, the School offers its employees and students a supportive esprit de corps fueled by a common mission – one dedicated to a program of academic excellence designed to train the mind, strengthen the character, and enrich the spirit of each student in a Christian environment. We think of St. John’s not only as a school, but also as a very special kind of community. 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. The St. John’s Code calls us to model honesty and respectfulness in our relationships, responsibility in the performance of our assignments, and a caring attitude that extends to all members of our community. Do you dream of becoming the best educator you can? Of coming to work each day with a sense of mastery, belonging, and purpose? Of working with fun, collegial, collaborative, growth-minded professionals? If so, you could thrive at St. John’s.

**Position Purpose**

St. John’s is in the process of phasing out the School’s German program and hopes to support current sixth and seventh grade students of German through their eighth grade graduation. In the first year, this part-time, two-year position requires the teacher to teach one section of German to seventh graders and one section to eighth graders, and in the second year, the teacher will teach one section of German to eighth graders. Classes take place in a 1:1 iPad environment that values project-based learning, collaboration, and differentiated instruction. In seventh and eighth grades, the German curriculum presents grammar, vocabulary, aural, oral, and written instruction and practice in ways that lead to improved language proficiency upon graduation.

**Key Accountabilities**

* Guide the development of age-appropriate written, spoken, and listening comprehension in German through individual and group activities.
* Guide students through German cultural explorations.
* Cultivate culturally competent classrooms by establishing and maintaining a respectful and conscientious environment.
* Participate in continuous curriculum evaluation with grade-level and vertical peers.
* Collaborate with vertical team members to ensure world language curriculum continuity with French and Spanish. 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 Middle School division requirements.
* Understand and meet the developmental and academic needs of Middle School students of varying academic, social and emotional abilities. Differentiate instruction to meet individual student needs.
* Adapt instructional strategies to accommodate the needs of students with diagnosed learning differences according to the accommodations outlined on Student Support Plans.
* 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, recess, study hall, and/or carpool duty. Participate fully in the School community through club sponsorship, coaching, event attendance, or by other means.
* Adapt curriculum and instructional modalities as necessary based on whether learning is taking place on campus, at home, or in a hybrid/blended environment. Demonstrate technical proficiency and the ability to plan, organize, teach, and communicate in person, to a blended in-person/online class, and in synchronous and asynchronous online environments.

**Opportunities and Challenges**

The Middle School German teacher prepares students for the self-advocacy, stamina, and rigor required in high school world language study by teaching the importance of regular practice. The teacher helps students continue to develop effective habits, skills, and attitudes in the completion of their academic work. The teacher must:

* Model the St. John’s Code of respect, responsibility, honesty, and care.
* 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 in the practice of instructional strategies.
* Leverage the knowledge, skills, and abilities of the Student Formation Team in support of students’ academic, social, and emotional 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. Able to meaningfully receive, reflect on, and apply feedback to one’s professional growth.
* Attend professional meetings to remain current with German curriculum, instructional strategies, culturally responsive instruction, and social and emotional learning.

**Qualifications**

* A Bachelor’s degree is required; an advanced degree is preferred.
* Minimum of two years of experience teaching German through at least level 1 of high school.
* Written and spoken fluency in German and the ability to clearly express oneself in written and spoken English as well.
* Demonstrated ability to design and deliver lessons in hybrid/blended 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 Microsoft 365 suite.

**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, day trip and overnight trip settings.

**How to Apply**

To submit your letter of interest, resume, and application in PDF format <https://resources.finalsite.net/images/v1690255557/stjohnsschoolorg/yzbti1nvq55yhev06qxm/HR_Application_for_employment_final_07_23_231.pdf>

For additional questions or information, please contact:

Mrs. Sue Trumbo, Chief People Officer   
[strumbo@stjohnsschool.org](mailto:strumbo@stjohnsschool.org)   
214-328-9131 x107

In our commitment to diversity and equity, St. John’s Episcopal School does not discriminate regarding race, color, ethnicity, national origin, sexual orientation, gender, age, genetic information, disability, pregnancy, marital status, religion, military status, and/or any protected category. This commitment extends to our employment, educational, admission, and financial-aid policies, and other school-administered programs.