# JOB DESCRIPTION

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| **Position Title**: | Upper School English Instructor | **Position Type:** Full-time |
| **Department**: | Faculty | **Classification**: Exempt |
| **Reports To**: | Head of Upper School |

## **Job Summary**

TMI invites applications for a full-time position as **Upper School English Teacher.** The role is for the 2025-2026 school year, and formal responsibilities include:

* Teaching **five sections of 10th and 11th grade English (honors or college-prep).**
* Serving as an advisor for a small group of Upper School students.
* Fulfilling additional duties as assigned by supervisors.
* Actively participating in and contributing to extracurricular activities and the life and culture of TMI Episcopal.

## **Experience**

We welcome both experienced educators and those newer to the teaching profession. Our ideal candidate is someone who:

* Values cherishing students as members of our community, knowing their unique talents and capabilities, and challenging them to be thinkers and learners.
* Upholds TMI's core values of Wisdom, Integrity, Service, Excellence, and Reverence both in their teaching practice and also in daily interactions with students, colleagues, and community members.
* Collaborates with colleagues to ensure vertical/horizontal alignment.
* Is knowledgeable and experienced in using standards (TEKS) and data to guide instruction and assessment.
* Is experienced in creating and delivering a World Literature curriculum that includes diverse texts and effective writing instruction that will prepare students for the rigors of AP English and college courses.
* Provides students with effective, timely, individual feedback on assessments and works with students to achieve their potential.
* Supports the following English Department long-term transfer goals that students will:
	1. Develop a mindset of inquiry and curiosity to become informed, empathetic citizens who are skilled in their field and advocate for, and take action on behalf of others.
	2. Engage with text in a variety of forms, voices, and genres to understand others’ perspectives and effectively participate in informed civil discourse.
	3. Gather and evaluate credible sources and apply critical thinking skills to effectively construct clear and focused, evidence-based arguments.
	4. Express ideas in a variety of forms that employ a logical organized structure and aesthetic sensibility.

## **Qualifications**

* Bachelor’s degree in related fields.
* Strong eye for detail and exceptional organizational skills.
* Ability to adapt to new and emerging technologies, especially as they concern education.
* Must be self-motivated and able to work independently, but willing to ask for assistance when needed.
* Must be able to adapt to change quickly and efficiently both in and out of a classroom environment.
* Open to candidates with various levels of teaching experience, from recent graduates to seasoned educators. Independent School (NAIS) experience preferred.