



## Job Description

LEAD TEACHER - LOWER SCHOOL

2021-22 School Year

### JOB DESCRIPTION

As a Lead Teacher for the Lower School at Wild Oak, you will be the lead teacher for a mixed-age class of 8-10 students in 1st through 3rd grades. In subsequent years, this role will be responsible for a mixed-age classroom of 10-12 students in either a 1st-2nd grade classroom or 3rd-4th.

Wild Oak's Lower School (1st-4th) and Middle School (5th-8th) will have an intentionally small student body, with class sizes from 10-14 across mixed age groups. Our model requires a collaborative approach with a balanced team of teachers who represent different areas of expertise, interests, and backgrounds.

### Core Responsibilities

Interdisciplinary teaching & project-based learning

- Helping to plan the integrated, interdisciplinary curriculum with all teachers at the beginning of the year and on teacher work-days.
  - Creating lessons utilizing a wide range of materials and approaches to engage different learning styles.
  - Focusing teaching more on whole-class discussion, small group discussion, paired projects, one-on-one (teacher-student) instruction, and daily individual work than lecture-style.
  - Preparing the classroom environment and materials in advance to visually reflect the lessons for the week.
- Teaches subjects in an interdisciplinary fashion; showing facility across the language arts, sciences and math, visual and performing arts.
- Collaborate with other teachers to plan and implement cross-discipline "Fridays in the Field" that address real-life 21st century social or environmental issues or tie thematically into the week's lessons.

Building a culture of trust & belonging

- Helping Wild Oak to maintain a “home-like,” serene atmosphere and aesthetic in the classroom to promote focus and self-regulation.
  - Responsible for preparation and inspection of the classroom environment, materials and equipment.
- Employ classroom and communication practices that align with Wild Oak’s ethos and guiding principles:
  - Practice “nonviolent communication” with students, families, and colleagues
  - Practice “positive discipline”
  - Foster “trauma-sensitive classrooms”
- Engage students in regular one-on-one meetings that encourage them to share successes and challenges without fear or shame

#### Outdoor-focused education

- Situate lessons and activities in formats that make significant use of the outdoors
- Plan and be prepared to facilitate outdoor education activities at least one Friday per month off-campus. These trips may be up to 45 minutes away from campus and typically involve up to 2 hours of moderate physical activity such as hiking or canoeing.

Diversify teaching and assessment approaches according to student’s needs, interests, intelligences

- Adjust individual lessons and assessments to the cognitive, social, and emotional levels, and proclivities of each child as much as possible
- Work with student’s families at the beginning and end of each quarter to develop personalized goals, assess progress, and address needs.
  - Ensure respectful and open lines of communication with parents. Be available to parents through written and in-person communication.
  - Establish a weekly documentation and system to track the children’s progress.
  - Schedule quarterly formal conferences with families and informal conferences as needed.
  - Give appropriate presentations to the families based on the child's portfolio and other records.

#### Classroom management

- Supervise and provide necessary instruction and training for any classroom volunteers.
- Attend staff meetings and trainings:
  - Participate in the annual training & curriculum-building weeks prior to the opening of each school year.
  - Attend Staff Meetings, currently scheduled semi-monthly..
  - Participate in monthly Staff Workday Workshops (Fridays), which will consist of curriculum planning, group student assessments, and professional development.

#### Other duties

These additional responsibilities may come up from time to time. All staff assist with these duties.

- Assess prospective children and discuss Wild Oak with visiting families.
- Provide first aid as needed and complete appropriate forms for parents.
- Attend all faculty meetings and scheduled staff events.
- Be part of the team responsible for the school in the absence of the Directors.
- Support fundraising efforts in ways that feel personally comfortable (for example, sharing your experiences as a teacher with prospective donors)

## ABOUT YOU

You are passionate about children's development and are energized by their company. You get energy from being outdoors and in nature. You understand what being child-focused means and want to continually improve how to do so.

Wild Oak is a startup nonprofit organization. As such, we are bursting with potential and energy. Being a small startup also means that our teachers must feel comfortable working in a highly collaborative and team-oriented environment. You should be prepared to build curricula and activities together with individuals with different strengths and areas of expertise. You should feel comfortable with offering constructive feedback and welcome the same from others.

You believe in an educational approach that is attuned to the “whole child,” that there is immense value in different learning styles and intelligences, and are willing to individualize learning and classroom preparations. You are also willing to work openly in partnership with parents, outside service providers (when applicable), and other staff to support a student in reaching personalized goals.

## Qualifications

- Required: BA or BS degree
- Required: Minimum of year of direct experience teaching children [preferred: in the age group to which you are applying]
- Required: Demonstrated knowledge of and/ or experience teaching in one or more of the following: humanities, social sciences, sciences, arts, or math
- Preferred: Experience and/ or demonstrated interest in nature/ environmental studies or outdoor/ wilderness education
- Preferred: Experience with the following:
  - differentiated teaching methods
  - formative and portfolio-based assessments
  - Orton-Gillingham or other multisensory reading/ math approaches
  - academically and intellectually gifted (AIG) learners
- A plus: NC Teaching License for Elementary Education
- A plus: Experience in or demonstrated interest in integrated subject/ interdisciplinary teaching
- A plus: Spanish language bi-lingual

## ABOUT WILD OAK

Wild Oak Independent School is a nonprofit organization that will begin operating three interconnected programs in the Fall of 2021: the Seedling School, Wild Oak Lower and Middle School, and the Afternoon Academy. Visit our website at [www.wildoakschool.org](http://www.wildoakschool.org).

## Wild Oak Schedule & Benefits

### Schedule

- School year for children this academic year begins Monday, September 20, 2021 and ends Friday, June 17. In subsequent years the school year will begin the day after the Labor Day holiday.
- Wednesday, June 15, 2022 (in subsequent years, 42 week school year starting the day after Labor Day)
- On-campus mandated hours 7:45-2:15, with a 40-hour work week expected and 30 minutes for lunch during the school day.

### Paid Time Off

- 24 paid school holidays, including: Sept. 6. Nov. 11, Nov. 22-26 (5 days), Dec. 20-31 (10 days), Jan. 18, Mar. 28-Apr. 1 (5 days), Apr. 4.
- 8 additional paid days to use at will on a 42-week schedule, 6 rolling over annually. (Other PTO, such as for bereavement, to be discussed further in process)

### Tuition Benefits

Staff contracted for 20+ hours per week are eligible for 50% off of tuition, if applicable.

### Health Insurance Stipend

Staff contracted for 35+ hours per week are eligible for an \$1,500 annual health insurance stipend.

### Salary

The salary for the Lead Teacher - Lower School position is between \$31,466 and 36,489 (assuming a 42-week year) depending on years of equivalent experience, education level, and certifications.

### How to Apply

Interested candidates should send a *Resume* and a *Cover Letter* to [cecily@wildoakschool.org](mailto:cecily@wildoakschool.org).

Within your cover letter please address, at a minimum:

- what attract you to this role at Wild Oak

- why you suspect that you're a good fit
- Your knowledge of and/ or experience with the following:
  - Nature and/ or outdoor education
  - Project-based learning
  - Individualized goal planning and mastery-focused assessments
  - Working with and tailoring teaching to learners of different cognitive, social, and emotional abilities, and those with different learning styles.

If you have any special hobbies or skills that you would consider sharing with our community (guitar, knitting, or yoga for instance), please let us know about those as well.

## Application Process

Wild Oak has a three-part application process.

1. Submission of Resume and Cover Letter
2. If selected to continue, candidates will be contacted for a 1-hour Zoom interview.
3. If selected to continue, top candidates will be asked to visit campus (in a social-distanced manner) and to demonstrate a 15-20-minute lesson plan.