

**The Wesley School**  
**Middle School Spanish Teacher**  
**Job Description 2023-2024**

The Wesley School seeks an enthusiastic and creative Middle School Spanish teacher to teach 6th, 7th, and 8th grade students within a collaborative and inclusive professional community. This teacher will also serve as a Middle School Advisor and work with grade level teams and student support personnel to provide an engaging curriculum and a rich, supportive environment for students.

The Middle School Spanish Teacher reports directly to the Assistant Head of School for Academics and carries the responsibilities listed below:

- Teach 6th, 7th, and 8th grade Spanish classes, typically 22 class periods a week
- Lead a grade level advisory group of 8-10 students; establish a relationship as faculty advisor with each individual student in the group.
- Develop and follow a curriculum that aligns with the School's mission and philosophy.
- Create long-range academic units, daily lesson plans, and specific classroom activities utilizing whole group, small group, and individual work.
- Establish and communicate clear objectives for all learning activities.
- Modify curriculum and lesson plans when necessary over the course of the year.
- Collaborate with colleagues to create cross-curricular connections, share instructional strategies, and devise support plans for students.
- Create instructional resources for use in the classroom.
- Create a positive educational atmosphere in the classroom to promote engaged student learning.
- Integrate technology to enhance the program and develop 21st-century learning skills.
- Create and maintain teacher webpage.
- Grade student work and promptly and accurately maintain electronic gradebook.
- Identify students with specific academic and social challenges and provide appropriate and reasonable support.
- Communicate effectively and professionally with colleagues (internal and external), administration, students, and parents.
- Manage student behavior in and out of the classroom utilizing approved disciplinary expectations and procedures.
- Attend and participate in full faculty and weekly divisional meetings.
- Help to plan, organize, and chaperone class field trips.
- Attend professional development workshops and conferences.
- Attend overnight field trips as required by grade level.
- Lead student/parent/teacher conferences.
- Attend and help to plan school assemblies and presentations.
- Participate in after-hours school community events.
- Participate actively in internal collaborative in-service sessions.

- Be an advocate of the School.
- Support the School and its leadership

#### Qualifications and Desired Characteristics

- Bachelor's degree or equivalent
- Advanced degree and/or teaching credential preferred
- Fluency in Spanish and prior Spanish language teaching experience
- Experience with middle school students preferred
- Strong verbal and written communication skills
- Enthusiastic and collaborative spirit
- Commitment to working within an institution that values equity and belonging

Salary range for this position: \$67,000 - \$97,000 dependent upon years of experience

The Wesley School does not discriminate against applicants based on race, ethnicity, national origin, religion, age, sex, sexual orientation, gender or gender expression. Applicants from underrepresented groups are encouraged to apply.

Interested candidates should submit a cover letter and resume to [hr@wesleyschool.org](mailto:hr@wesleyschool.org).