



**“The Island is our Classroom, the World is our Responsibility.”**

**June 1, 2022**

***JOB OPENING:***

**Middle and Upper School Humanities (English and/or Social Studies) Teacher**

***Contract Type:*** Part- or Full-Time Teacher

***Reports To:*** Dean of Middle & Upper Schools

***POSITION DESCRIPTION:***

Entrusted with the education of children, a GHCDs teacher promotes the best interests of the students within her/his charge, and collaborates with colleagues and the island community to further the school’s mission and values and implement the school’s mantra: “The Island is our Classroom, the World is our Responsibility.”

The Middle and Upper School Humanities (English and/or Social Studies) faculty member teaches 7th through 12th grade English and/or Social Studies, according to the needs of the school. She/he may be responsible for an advisory group; may advise one or more student clubs or activities; attends various faculty and committee meetings as required; and performs other duties as assigned.

***ESSENTIAL JOB RESPONSIBILITIES:***

1. Teaches a part- or full-time teaching load of 7th through 12th grade Humanities (including English and/or Social Studies) classes, as assigned.
2. Serves as a student advisor, as assigned.
3. Advises clubs and/or activities as assigned, in accordance with the teacher’s expertise and interests.
4. Is available to students for extra help as needed.
5. Provides prompt assessment feedback to students, and meets deadlines for the reporting of grades and comments.
6. Communicates student progress to parents using online grading software, email, phone calls, conferences, and other appropriate methods, as needed.
7. Responds promptly to communications from students, parents, and school personnel (generally within one full workday of receiving said communications).
8. Ensures an optimal classroom environment with clear and reasonable expectations for student conduct.
9. Adheres to the provisions of the GHCDs Employee Handbook.
10. Adheres to the high standards and the expectations of ethical behavior delineated by the National Association of Independent Schools’ [Principles of Good Practice](#) (see links and section below).

***Other Job Functions:***

11. Performs other tasks and duties as required or assigned.

## **ESSENTIAL JOB REQUIREMENTS:**

### **Education:**

1. Bachelor's degree required. Master's degree preferred.
2. Continuing professional development in teaching and learning, Humanities (including English and/or Social Studies), and/or related areas.

### **Experience:**

1. At least three (3) years of experience teaching Middle and Upper School Humanities (including English and/or Social Studies) is preferred.
2. Knowledge of and/or desire to learn about the culture and peoples of St. Croix.

### **Required Skills and Attributes:**

1. Knowledge of Middle and Upper School teaching and learning in Humanities (including English and/or Social Studies).
2. Commitment to stay abreast of recent developments in Humanities (including English and/or Social Studies).
3. Strong organizational, oral communication, and written communication skills.
4. Ability to function well in a team and to work well with students, parents, and school personnel.
5. Creative and practical problem solving skills and strong interpersonal skills.
6. Flexible and can work with minimal supervision.
7. Integrity and good judgment.

### **Other Requirements:**

1. Must be able to perform the physical duties of the position on the GHCDs campus.
2. Must demonstrate strong commitment to the mission and values of GHCDs.

## **PRINCIPLES OF GOOD PRACTICE (per NAIS):**

As a member of the National Association of Independent Schools (NAIS), Good Hope Country Day School works to implement the spirit of the NAIS [Principles of Good Practice](#), which are focused on defining specific standards of professional conduct for various roles and positions within independent schools. Endorsed by the GHCDs Board of Trustees, the Principles of Good Practice are incorporated into the GHCDs Employee Handbook, and it is expected that employees follow the principles to the best of their ability. The following section is adapted from the Principles of Good Practice for [Teachers and Supervisors of Teachers](#).

1. The GHCDs teacher has a thorough knowledge appropriate for her/his teaching assignment and stays abreast of recent developments in the field.
2. The GHCDs teacher uses a variety of teaching techniques suitable to the age and needs of her/his students and the subject matter being taught.
3. The GHCDs teacher establishes positive relationships with students, which, while recognizing the differing roles of adult and child, are characterized by mutual respect and good will.
4. The GHCDs teacher collaborates with colleagues and the school's leadership in the design and implementation of curriculum within the context of GHCDs's overall program and mission.
5. The GHCDs teacher initiates growth and change in her/his own intellectual and professional development, seeking out conferences, courses, and other opportunities to learn.

6. The GHCDs teacher is self-aware and self-monitoring in identifying and solving student, curricular, and school challenges. At the same time, the teacher knows GHCDs's mission and policies and, when questions or concerns arise, raises them with appropriate colleagues and supervisors.
7. The GHCDs teacher follows the Principles of Good Practice as a student adviser, club advisor, activity sponsor, and/or coach, as well as in all other activities related to her/his work at GHCDs.
8. The GHCDs teacher participates in the establishment and maintenance of an atmosphere of collegial support and adherence to professional standards.
9. The GHCDs teacher welcomes supervision in the context of clearly defined and well communicated criteria of evaluation.
10. The GHCDs teacher models integrity, curiosity, responsibility, creativity, and respect for all persons as well as an appreciation for racial, cultural, and gender diversity.

Several other sections of the Principles of Good Practice are relevant for the GHCDs Middle and Upper Humanities (including English and/or Social Studies) Teacher:

1. [Educating for Global Citizenship and International Mindedness](#)
2. [Middle School Educators](#)
3. [Secondary School Educators](#)

## **ABOUT GOOD HOPE COUNTRY DAY SCHOOL:**

### ***Mission and Values:***

Founded in 1964, Good Hope Country Day School is a 300-student, Nursery-12<sup>th</sup> grade, coeducational, nonsectarian independent school located on St. Croix, U.S Virgin Islands.

The school's mission is to "cultivate reflective, creative, and compassionate students who are critical thinkers prepared to excel in college and empowered to better their island and the world." The school's four key values are: Integrity, Respect, Scholarship, and Citizenship, and its mantra is "The Island is our Classroom, the World is our Responsibility." Learn more at [www.ghcds.org](http://www.ghcds.org).

### ***School Philosophy:***

Good Hope Country Day School is committed to providing an outstanding education that recognizes the uniqueness of each child. Our comprehensive program balances academics, physical education, expressive arts, technology, and extracurricular and community service opportunities — on campus, across St. Croix, and beyond. We also strive to develop each student's social, emotional and physical well-being. Our experienced faculty members employ a variety of instructional approaches and model a desire for lifelong learning.

GHCDs values individual differences in our diverse, multicultural community. Our school also seeks to incorporate the amazing natural, historic, and other resources of St. Croix into our programs.

The school encourages active parent involvement to support and enrich school programs. We are committed to an on-going process of strategic planning to ensure continuous improvement across programs and divisions.

### ***Accreditation:***

Good Hope Country Day School is accredited by the Middle States Association of Colleges and Schools, the primary accreditation association for both private and public schools in a region that includes the eastern United States and the Caribbean.

### ***Non-Discriminatory Practices:***

Good Hope Country Day School is an equal opportunity employer and does not discriminate in recruiting, hiring, training, promotion, transfer, discharge, compensation or any other term or condition of employment on the basis of race, gender, color, age, creed, national origin, marital status, sexual orientation, gender identity or disability, or any other reason set forth in USVI or federal non-discrimination requirements, if the employee can perform the essential functions of the job, with a reasonable accommodation if necessary.

### ***Job Descriptions:***

This job description is not intended to be all-inclusive. Employees may perform other related duties as requested to meet the ongoing needs of the school. The Head of School may make changes in job descriptions and job titles from time to time, according to the needs of the institution.

### ***Start Date:***

The person selected will begin work on Friday, August 19, 2022, with New Faculty Orientation. The person's last commitment for the 2022-23 school year is graduation on Saturday evening, June 10, 2023. [The calendar for the 2022-23 school year may be found here.](#) The position is for the 2022-23 school year only, but may be renewed.

### ***Compensation:***

Full-time GHCDs teaching salaries range from \$31,000 (first-year teacher with bachelor's degree) to \$54,000 (highly experienced teacher with an advanced degree). Part-time positions are pro-rated according to FTE. Some responsibilities come with a stipend if they fall outside of school hours.

### ***How To Apply:***

Interested candidates, please send a cover letter, resume, a list of three to five references and/or letters of reference, and one or more of the following:

1. Personal Statement of Educational Philosophy
2. Lesson plan or unit plan
3. Video of teaching a lesson
4. Published writing sample
5. Example of project-based or experiential learning activities.

to William Bugg, Head of School, at [wbugg@ghcds.org](mailto:wbugg@ghcds.org). Please copy Kiomie Pedrini, Assistant Director of Advancement, [kpedrini@ghcds.org](mailto:kpedrini@ghcds.org), on all application materials. The application deadline is **Monday, June 13, 2022**; the deadline may be extended if necessary.

Good Hope Country Day School abides by the spirit of the [Hiring Process delineated in the National Association of Independent Schools \(NAIS\) Principles of Good Practice](#) and requires that applicants for all job openings follow these principles. GHCDs requires that applicants submit an accurate and truthful job application, including a complete account of the candidate's educational and employment history.