

## UPPER SCHOOL LEAD SCIENCE INSTRUCTOR

Job Description



**Employee Type:** Full-time

**Date Prepared:** 1/31/2024

**Reports To:** Principal

**OVERVIEW:** The Upper School Lead Science Instructor provides science instruction for various science courses at Augustine Classical Academy. He/she works collaboratively with the Principal and Upper School teaching team to continue to build a robust science program at Augustine Classical Academy. He/she envisions the future of the program, opportunities to progressively grow and improve science education, and ensures quality instruction across all sciences and grade levels. He/she oversees any other science teachers or visiting instructors.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

#### Science Program Development

- Provide leadership and vision for growing the Upper School science program at ACA, rooted in the classical education model.
- Identify opportunities for growing and improving science education at ACA, including advanced science electives, AP and dual enrollment courses, and non-credit-bearing enrichment experiences (e.g., field trips, after-school programs, summer programs).
- Assist with research and development of potential honors and/or AP science courses.
- Ensure that all science courses are taught by qualified instructors.
- Manage and develop science teachers through classroom observation, feedback, etc.
- Cultivate collaboration and partnerships with area classical (and other) science program leaders.
- Pursue continuing education and best practices related to science education (e.g., science education-related publications, conferences, society memberships).

#### Science Instruction

- Provide science instruction in one or more of the following areas: earth science, physical science, biology, chemistry, physics.
- Divide lesson time effectively between lectures, student demonstrations, and labs, allowing sufficient time for in-class drills and homework assignments.
- Provide additional strategies and resources for struggling students; provide additional resources for gifted/advanced students.
- Maintain a clean, orderly, joyful learning environment at all times.
- Grade and return all student work within one week of its original submission.
- Participate in regular (monthly, unless otherwise specified) teacher-curriculum meetings.
- Participate in ACA's Master Teacher Development program or other required staff development; attend staff development and in-service meetings.
- Provide grade-specific and science-specific feedback to ACA administration.

#### Partnership with Parents

- Participate in parent-related special events throughout the year (e.g., Exordium, Speech Meet).

- Maintain regular communication with parents through weekly updates, progress reports, parent-teacher conferences, and informal interactions.
- Respond to parent communications in a timely manner.
- Strive to resolve any parental concerns.
- Learn parent names and greet parents personally as opportunity presents.

#### **Support of ACA Mission, Culture and Teaching Efforts**

- Model school values and culture; lead by example.
- Cultivate a solutions-oriented outlook, a mentality of proactive action rather than reaction, a balance of excellence and grace, and a demeanor that glorifies God.
- Cultivate camaraderie and team-building with fellow employees.

#### **ESSENTIAL SKILLS AND EXPERIENCE**

- Bachelor's degree (minimum); Master's degree or higher preferred
- Ability to commit to ACA mission, statement of faith, and employee standards of conduct
- Five or more years of classroom teaching experience
- Familiarity with Classical Christian education (preferred) and willingness to be trained in classical Christian educational model
- Excellent oral and written communication skills
- Strong organizational and interpersonal skills
- Ability to work well with children, staff, and parents

#### **SALARY AND BENEFITS**

- \$55,000-70,000 annual salary depending on experience and qualifications
- PTO: four full days per year (in addition to days the school is closed)
- Sick Leave: five full days per year
- Partially sponsored health and dental insurance plans
- Reduced ACA tuition for dependents
- Employee Continuing Education Tuition Benefit with Colorado Christian University