



**BROOKS SCHOOL  
POSITION DESCRIPTION**

Position Title:	Latin Teacher
Classification:	Faculty - Exempt
Position Type:	Part-Time
Expected hours of work:	
Benefits Eligible:	NO
Reports to:	Chair of World Languages Department
Date:	July 1, 2023

**SUMMARY DESCRIPTION:**

Brooks School seeks a dynamic, enthusiastic and creative part time Latin Teacher for the 2023-2024 academic year.

The mission of Brooks School is to provide the most meaningful educational experience to our students. At Brooks, we recruit, employ, train, compensate and promote regardless of race, religion, color, national origin, sex, disability, age, veteran status and other protected status. We strive to be a place where a diverse group of faculty and staff want to learn, grow, and do their best work in an effort to support all aspects of a Brooks student's life, both in and out of the classroom. Our school thrives because of their hard work, initiative, dedication and compassion.

The position is responsible for teaching Latin Reading/Latin III.

**ESSENTIAL FUNCTIONS AND KEY OBJECTIVES:**

The successful candidate will have the following skills and abilities:

- Demonstrate passion and expertise in the teaching of Latin Reading/Latin Level III
- Assess student skills in the areas of critical thinking, problem-solving, and linguistic and literary analysis.
- Be well versed in culture of the ancient Mediterranean world and be able to teach prose and poetry.
- Be confident in the use of technology in the classroom to engage students and enhance instruction.

- Apply engaging and innovative student-centered teaching practices that adjust to meet varying student needs.
- Possess a growth mindset in considering current pedagogical best practices and an understanding of adolescent development.
- Implement best learning practices and keep updated with developments in the subject area, teaching resources, and methods by engaging in conferences and other professional growth opportunities.
- Work collaboratively with the members of the department to develop courses that are consistent and coordinated across the language curriculum.
- Be self-directed with a strong work ethic.
- Be committed to fostering an inclusive community by participating in school-wide initiatives, campus involvement, and the lives of our students outside of the classroom.
- Have a sense of humor with patience and empathy for adolescents.
- Communicate necessary information regularly to students, colleagues, and parents regarding student progress and achievement.

### **COMPETENCIES:**

- Innovative teaching practices that balance the development of procedural skills, conceptual understanding the structure of the Latin language, appropriate use of technology and opportunities for critical thinking and problem-solving.
- Knowledge of relevant technology to improve instruction and student achievement
- Ability to work collaboratively with colleagues within the department
- Commitment to working in and fostering an inclusive community

### **EDUCATION:**

- Master's degree is preferred.

### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in an indoor environment. The noise level in the work environment is usually moderate.

### **PHYSICAL DEMANDS:**

- Occasional lifting, bending and climbing stairs
- Frequent talking, listening, walking, sitting and standing
- Ability to perform multiple concurrent tasks and functions in a fast-paced working environment

**TRAVEL:** This role does not require travel but travel for professional development is encouraged.

### **APPLICATION AND POSITION INFORMATION:**

Brooks School believes that realizing a mission aimed at providing the most meaningful educational experience its students will have in their lives requires intentional work to build and foster diversity, equity, and inclusion for all members of our predominantly residential school. As such, we seek a diverse

candidate pool that includes those who are traditionally underrepresented and less familiar with boarding school life.

All interested candidates should submit the following materials by email with attachments to the Assistant Head of School at [nhanlon@brooksschool.org](mailto:nhanlon@brooksschool.org) by June 15, 2023:

- Cover letter expressing why you are interested in Brooks and this opportunity
- A current resume
- Three professional references and their contact information

**EEO STATEMENT:**

The school will make any offer of employment contingent upon a candidate being authorized to work in the United States, and successfully completing criminal offender record (CORI) and sexual offender record (SORI) background checks.

Brooks School does not discriminate on the basis of race, gender, color, sexual orientation, disability or religion in the administration of its educational policies, admission policies, employment policies, financial aid and loan programs, athletic programs and other school administered programs and activities.

*This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other related duties as assigned by the supervisor or appropriate administrator. Brooks School reserves the right to update, revise or change this job description and related duties at any time.*