



BROOKS SCHOOL

1160 Great Pond Road, North Andover, Massachusetts 01845 • (978) 725-6300

POSITION POSTING

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| Position Title: | English Teacher |
| Position Type: | Full-time |
| Reports To: | English Department Chair |
| Benefits Eligibility: | Eligible |
| Start Date: | July 1, 2024 |

School & Position Summary

The mission of Brooks School is to provide the most meaningful educational experience our students will have in their lives. Established in 1926 in the town of North Andover, Brooks provides an all-gender, college preparatory program for 350 students on a 270-acre campus overlooking Lake Cochichewick. We strive to be a place where a diverse group of faculty and staff want to learn, grow, and do their best work to support all aspects of a Brooks student's life, both in and out of the classroom. At Brooks, we recruit, employ, train, compensate and promote regardless of race, religion, color, national origin, sex, disability, age, veteran status and other protected statuses. Our school thrives because of our faculty and staff's hard work, initiative, dedication and compassion.

Brooks seeks a dynamic, enthusiastic and confident English Teacher for the 2024-2025 academic year. This full-time faculty position will include teaching four sections and contributing to the campus community by coaching two sports/activities or the equivalent, supporting the residential life program, and beginning in the second year, serving as an advisor. We are especially interested in candidates who are skilled in culturally responsive educational practices and who are committed to fostering a sense of inclusion and belonging.

Essential Functions & Key Objectives

The successful candidate will:

- Apply engaging, innovative, student-centered teaching practices that balance the development of procedural skills, conceptual understanding, appropriate use of technology, and opportunities for critical thinking and problem-solving.

- Work collaboratively with the members of the department to develop courses that are consistent and coordinated across the four-year English curriculum.
- Demonstrate a growth mindset and a commitment to ongoing learning about best pedagogical practices for working with adolescent students.
- Engage in DEIB professional development and assist in forwarding the school's commitment to becoming an anti-racist institution. Serve as a role model to promote a positive, productive, and inclusive work environment.
- Use technology as a vehicle to enhance instruction and student learning.
- Seek to understand ongoing developments in their subject area, teaching resources, and methods by engaging in conferences and other professional growth opportunities.
- Commit to school-wide initiatives, campus involvement, and the lives of our students outside of the classroom.
- Communicate necessary information regularly to students, colleagues, and parents regarding student progress and achievement.
- Be proficient in the teaching of writing both in a classroom setting and in one-on-one settings with students.
- Be skilled in teaching contemporary forms of communication such as different genres and mediums of writing, video creation, podcasts and audio recording, oral and visual presentation.
- Teach textual analysis and close reading, with "text" being defined in a contemporary sense: any and all forms of writing, video and film, audio, or presentation, to name a few.
- Teach critical thinking skills and original idea generation.
- Staff the Brooks Writing Center a designated number of times per week to work one-on-one with students seeking help on written assignments.
- Understand and set appropriate boundaries in working with adolescent students, while practicing patience and empathy with them.

Responsibilities

- Teach four sections of English.
- Advise an average of six students beginning year two.
- Participate in the residential life of the school with related duties.
- Coach two seasons in the afternoon program (or the equivalent).

Education & Experience

- 3+ years of teaching experience preferred.
- Bachelor's degree required; Master's degree 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 include:

- 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 & Candidate Information

Brooks School believes that realizing our mission 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 Assistant Head of School Ms. Nina Freeman (nfreeman@brooksschool.org) by March 29, 2024:

- Cover letter expressing why you are interested in Brooks and this opportunity
- A current resume
- Three professional references (including a current supervisor) and contact information; references will not be contacted without your permission.

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.