



FREDERICA ACADEMY

Enriching the Mind, Body and Spirit.

Title Upper School English Instructor / AP Instructor

Job Category Upper School Faculty

School Description: Frederica Academy is a Pre-K – 12th Grade independent school located on St. Simons Island, GA. The school has approximately 450 students and is a member of NAIS and GISA, accredited by the SAIS/Cognia/Southern Association of Colleges and Schools. For more information, please visit our website at fredericaacademy.org under “About us.”

Frederica Academy Mission

To maximize each student's potential and prepare him or her for college and adult life through the development of mind, body, and spirit.

Job Summary:

Frederica Academy seeks an Upper School English Instructor to begin in August 2022. Interested applicants should be able to teach Upper School Literature and Advanced Placement English courses with an emphasis on developing writing skills and study habits. Other academic electives and/or leading clubs and coaching are also highly desirable.

Primary Duties and Responsibilities:

The Upper School English Instructor is required to perform a range of duties including, but not limited to:

- Develop the curriculum materials, syllabus, outlines and assessments.
- Conduct after-school tutorial as scheduled.
- Participate in all advisory, faculty, department meetings as called.
- Be involved in the life of the school, beyond the classroom (coaching, Department Chair and/or advisor to an organization of student leadership).
- Fulfill additional duties as assigned by the Upper School Director or Head of School.

Requirements:

- Bachelor's degree in English or related field.
- Master's degree is preferred.
- A strong desire to work in a collaborative community.
- Demonstrates flexibility and responsiveness to a variety of learning style and a range of abilities.
- Ethical behavior, professionalism and a respect for diversity.
- It is preferable that applicant has multiple years of Upper School experience in an independent school atmosphere.

Environment Characteristics:

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. The individual can expect the possibility of stressful environment while dealing with a wide variety of challenges and can anticipate deadlines with a varied array of student situations. The noise level in the work environment is usually moderate. Varied extreme outside weather conditions during special activities and school events are possible. The employee will primarily teach indoors with occasional field trips off campus. Some evening and weekend commitments are required.

Frederica Academy is dedicated to providing equal employment opportunities to all personnel and applicants for employment without regard to race; color; religion; sex; national origin; handicap or disability; sexual orientation; or status as a veteran.