



# ROYCEMORE

1200 Davis Street, Evanston, IL 60201 | 847-866-6055 | 847-866-6545 fax | [roycemoreschool.org](http://roycemoreschool.org)

**100** YEARS Proud history  
Inspired future

## **Roycemore School Middle & Upper School Humanities- English Teacher Opportunity- 2021-2022 school year**

Roycemore School seeks an Upper School English teacher for the 2021-2022 school year. Now in its 105th year, Roycemore is a highly regarded, co-educational independent school for students from 3 years old through 12th grade. Located in Evanston, Illinois, on the north side of Chicago, Roycemore enjoys a long-standing relationship with Northwestern University including the Northwestern option, where high school students can choose to take college courses at the University as dual-enrolled students for no additional charge.

Our mission is to inspire and nurture excellence and prepare each student for success in higher education and in a dynamic and complex world.

### **Position**

We are currently seeking an experienced Upper School English Teacher for the 2021-2022 school year.

### **Essential Functions**

- Prepares course materials such as syllabi, homework assignments, and handouts
- Adapts teaching methods and instructional materials to meet student's varying needs and interests
- Maintains student attendance records, grades, and other required records
- Evaluates and grades students' class work, assignments, and papers
- Compiles, administers, and grades examinations
- Plans, evaluates, and revises curricula, course content, and course materials and methods of instruction
- Creates and teaches semester-length or year-long English and Humanities courses
- Instructs students individually and in groups, using various teaching methods
- Uses effective class management techniques to ensure effective learning
- Sponsors a student club and/or coaches an athletic team
- Serves as an adviser to students, guiding them in academic, extracurricular, social and personal development and acting as primary liaison to parents/ guardians
- Meets with parents and guardians to discuss their children's progress, and to determine their priorities for their children and their resource needs
- Collaborates with other teachers and administrators in the development, evaluation, and revision of Middle/ Upper School programs
- Maintains expertise in subject matter through professional development
- Regularly attends faculty meetings
- Performs other duties as assigned by Middle and Upper School Division Heads

### **Qualifications**

- Bachelor's degree or post graduate work in subject matter and/or education
- A minimum of three years teaching experience teaching middle/high school Humanities/English courses, preferably in an independent school environment
- Strong background in teaching of writing and literary analysis

- Ability to leverage a strong background in social studies/history to build on students' curiosity and increase motivation and confidence to engage in deep, Socratic discussions and thoughtful responses to compelling, authentic questions.
- Experience leading seminar style discussions
- A strong passion for teaching and commitment to student learning and development
- Excellence in classroom management techniques
- Ability to interface and communicate effectively with students, parents and other staff members
- Enthusiasm for embracing the independent school model of mentoring, advising and supporting students outside the classroom
- Embraces authentic assessment, innovative pedagogies, and project-based learning
- Enthusiasm for professional development
- Comfortable using online texts, iPads, Learning Management System, and computer systems
- Working knowledge of Macintosh operating systems
- Experience with G-Suite (Google Apps) for Education (preferred)
- Ability to maintain confidentiality
- Commitment to inclusion and issues of social justice and equity
- Ability to use basic office equipment

### **POLICY OF NON-DISCRIMINATION**

*Roycemore is an equal opportunity employer. We do not discriminate on the basis of race, color, religion, marital status, age, national origin, ancestry, disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, veteran status, or any other status protected under federal, state, or local law.*

For best consideration please email or send cover letter and resume with three references to Stefanie Rivera by May 10, 2021:

srivera@roycemoreschool.org:  
 Stefanie Rivera  
 Upper School Division Head  
 Roycemore School  
 1200 Davis St.  
 Evanston, IL 60201