

EMPLOYMENT OPPORTUNITY



A K-12 independent school

SEQUOYAH SCHOOL 9-12

POSITION Dean of Students & 11-12 English Faculty Hybrid Position
Full-time – Part-time Administration & part-time Faculty
2019-2020 school year

REPORTS TO High School Director

SEQUOYAH HIGH SCHOOL

Sequoyah School, an independent school founded in Pasadena, CA in 1958, launched an innovative high school program in September, 2016. As an extension of our K-8 program, students are guided through the deep intellectual exploration of content following a student-centered, problem-based pedagogy that offers relevant contexts for learning and opportunities for application. Furthermore, the high school's Social Innovation Program builds upon the changemaking work practiced in the K-8 program. Sequoyah faculty help student teams that explore issues in the community via a design thinking process that encourages teachers and students to spend time off campus interacting with community members and organizations. Finally, with field studies as a hallmark of a Sequoyah education, students and teachers travel around California, the Southwest and Pacific Northwest to explore the natural world and engage with a variety of communities and cultures. The high school program also offers international expeditions.

ESSENTIAL DUTIES & RESPONSIBILITIES

Dean of Students:

- Collaborate with High School Director to address social, emotional, and academic needs of students
- Oversee disciplinary process and coordinate with High School Director and Community Norms Committee
- Work with High School Director to add/revise campus policies; edit parent-student handbook, as necessary
- Help establish positive culture and community norms
- Oversee all school events, including Morning Meeting, alternate days, emerging events, etc.
- Oversee course planning and registration

English Faculty:

- Teach one section of English per term, including Advanced Studies level
- Serve as an Advisor to a designated group of students; responsibilities include academic coaching, lessons on diversity & inclusion, intra and interpersonal skill development and team building
- Facilitate a Social Innovation Program student team
- Sponsor a student club
- Coach an after-school activity or sport
- Support field studies and camping trips

Faculty members take on other duties as may be assigned by the High School Director or the Head of School, and must be willing to work evenings and occasional weekends to fulfill responsibilities.

DESIRED EXPERTISE & EXPERIENCE

- Have experience teaching English
- Are passionate about project-based, student-centered pedagogy
- Have experience with or have an interest in changemaking and service-learning
- Are interested in the collaborative work of faculty, including curriculum planning
- Are able to demonstrate mastery in the field of literature

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K-8 Campus | 626 795 4351 | k8.sequoyahschool.org | 535 S Pasadena Avenue Pasadena CA 91105

9-12 Campus | 626 441 2076 | hs.sequoyahschool.org | 301 N Orange Grove Boulevard Pasadena CA 91103

Sequoyah School has a rich history of diversity and seeks candidates to enhance that tradition. Sequoyah offers competitive salary and benefits.

TO APPLY

- Download and complete an [application](#).
- Email your completed application, along with your resume, to hsrecruitment@sequoyahschool.org. Use the title of this position as the "Subject" line.
- For more information about Sequoyah's high school, please see our website – hs.sequoyahschool.org