



# WILLOWS ACADEMY

**Open Position:** Arts, Music and Physical Education Teacher  
**Reports to:** Assistant Head of School  
**Member of:** Arts and PE Faculty

**Start Date:** August 8, 2024

## **Duties:**

Willows seeks a candidate to teach either visual arts, performing arts, music or physical education at the high school and/or middle school level. This part-time or full-time position requires expertise in and experience/potential to teach one or several of these electives. Candidates should have a passion for engaging girls in the content and be able to contribute to a strong program of electives and Fine Arts and Physical Education department.

## **Electives Department Philosophy:**

The Fine Arts Department provides students the opportunity to actively create art and music according to their interest level. We offer performance, technique, and academic classes that enable students to develop skills ranging from lifelong enjoyment to the pursuit of professional careers in the field. We believe that by developing a deeper and broader aesthetic awareness and understanding in students, we help them to appreciate beauty, think creatively and develop a transferable work-ethic to other subjects. We help students recognise their strengths and talents. Students will develop these God-given talents and use them in the service of others at both Willows and in the general community.

Physical Education is a part of the total educational system of Willows that will provide experiences for our students through physical activity. The Physical Education curriculum provides students the opportunity to learn about and develop sport skills, cooperation, and teamwork, as well as understand and appreciate overall fitness and recreational games. The Physical Education program teaches students how to work cooperatively with others to achieve group goals in competitive and non competitive situations.

## **Application process:**

Please submit cover letter expressing interest in a particular position and resume to [employment@willowsacademy.org](mailto:employment@willowsacademy.org)



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## Teaching at Willows

### School Context and Mission:

Willows Academy challenges young women to transform society for the good. In partnership with parents, we facilitate the development of their character, intellect, and love of God. Guided by the teachings of the Catholic Church, we focus on providing a rigorous liberal arts curriculum, personalized mentoring, and vibrant student life.

### What Willows Offers

1. An authentically Catholic school that supports traditional values.
2. A joyful, welcoming, all-girl environment with measurable social and learning benefits.
3. A strong partnership with parents, where parents are supported as the primary educators of their daughters.
4. A personalized experience with one-on-one monthly mentoring, small class sizes, and vibrant student life programs in athletics, performing arts, clubs, and co-curriculars.
5. An integrated educational approach uniting a rigorous liberal arts curriculum with faith, character and personal formation.
6. A tradition of excellence, our graduates consistently attend some of the best universities in America and our graduates were awarded \$8 million in scholarships last year.

### Portrait of a Willows Teacher

A Willows teacher:

- Reflects on teaching practice to make instruction meaningful and engaging for students.
- Partners with parents as students' primary educators.
- Strives to educate the whole person in and out of the classroom.
- Works with optimism and professionalism.
- Contributes to a collegial, professional learning community.

### Teacher Responsibilities:

- Use professional expertise to develop unit and lesson plans aligned with the course description and department mission.



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- Design formative and summative assessments that show evidence of student understanding and offer feedback for students to grow.
- Establish a classroom culture of respect, rapport, and love of learning.
- Supervise 2-3 study hall periods during the week.
- Work closely with department head(s) and dean(s) to make curricular decisions and address student needs.
- Participate in school sponsored professional development and mentoring including regular department meetings, grade level meetings, and faculty inservice days. Additional support for outside professional development is available.
- Communicate with parents at Back-to-School Night, Parent-Teacher Conferences, and via email, phone, or in-person meetings.
- Serve as a mentor to 3-5 students.
- Collaborate with a teacher team to lead a homeroom.
- Participate in school traditions.
- Teachers are welcome to further support student life as club moderators and sports coaches.
- Support admissions office with school visitors and open houses.
- Uphold school policies and perform other job responsibilities as requested.

## **Teacher Qualifications:**

According to its mission and vision, Willows Academy is an all-female teaching and learning environment. The applicant must hold at least a bachelor's degree; master's degree and teaching certification in the subject area is preferred.

Applicants will be chosen based on their in-depth understanding and commitment to the school's vision and mission; on their ability to work closely and communicate successfully with individual students/parents/coworkers; on their degree of subject matter expertise; and on their breadth and flexibility of instructional strategies.

## **Benefits:**

Salary commensurate with experience and educational qualifications. Full time employees are eligible for medical, dental, and vision insurance in addition to long-term disability, short-term disability, and life insurance.

**See Willows in Action:** [Willows website](#)

[Willows Fundraiser Video 2022](#)

[Willows on Fox 32 Pep Rally Friday](#)