

# NANSEMOND - SUFFOLK ACADEMY

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**POSITION TITLE:** Upper School History Teacher  
**DIVISION:** Upper School  
**REPORTS TO:** Head of Upper School  
**FLSA:** Full-time, Exempt  
**TERM:** 10 Months

## **School Overview:**

Nansemond-Suffolk Academy is an independent coeducational, college preparatory day school serving grades Pre-Kindergarten (including 2 year olds) through 12. The school has a current enrollment of approximately 840 students and 165 employees located on two campuses in Suffolk, Virginia. Nansemond-Suffolk Academy is accredited by the Virginia Association of Independent Schools.

## **Job Summary:**

We are currently seeking a qualified candidate to teach Upper School History, which could include Ancient World History, Modern World History, United States History or Government for students in 9<sup>th</sup> – 12<sup>th</sup> grade. This person shall possess extensive knowledge and teaching experience, preferably in an independent school environment, teaching an Upper School History course. We are looking for a positive, enthusiastic and proactive educator, with a passion for working with adolescents. Candidate will work full-time and possess the following education, experience, capabilities and qualities:

## **Essential Functions:**

- Plan, prepare and deliver creative and effective instructional and interactive lesson plans that lead to active learning experiences and enhance a student's knowledge of History in a student-centered classroom.
- Create assignments and projects to build upon a student's knowledge of history and culture.
- Identify and select different instructional resources and methods to meet students' varying learning styles.
- Lead students to develop critical thinking and process skills.
- Provide a safe and nurturing classroom environment conducive to learning.
- Collaborate and plan on a regular basis with other colleagues.
- Exhibit excellent classroom management skills.
- Utilize current assessment methods to guide instruction.
- Utilize technology to facilitate instruction and enhance learning.
- Participate in departmental, divisional and whole school meetings and professional development activities.
- Advise 8-10 students, holding conferences with students and parents, communicate with families.
- Provide time to mentor, tutor and assist students who may need extra assistance.
- Grade papers, projects and post grades in a timely manner.
- Perform additional duties as assigned by the Head of Upper School.

## **Required Education/Background:**

- Possess a bachelor's degree in History or Secondary Education or related field. Master's degree and current teaching certification in the State of Virginia, preferred.
- Accomplished teacher of History with student-centered pedagogy.
- Proficient with technology including use of Microsoft Word, Excel and PowerPoint and the use of SmartBoards and digital projectors, preferably in an Apple environment.
- Proficient with G Suite for Education Apps, Blackbaud and FA Web preferred.
- 1 – 5 years teaching experience preferred.

**Required Skills:**

- Familiarity with teaching 21<sup>st</sup> Century skills and possesses a student-centered outlook.
- Understands the needs of students in a challenging academic independent school environment.
- Ability to collaborate effectively with other history teachers and ensure cohesion of the program across divisions.
- Understands the mission of the school and the need to focus on the education of the whole child.
- Takes initiative and is self-motivated and creative.
- Seeks opportunities for continuous professional growth.
- Values parents as a vital resource in educating a child.
- Represents the school positively in the community.
- Is flexible, patient, and compassionate.
- Understands the critical nature of building positive working relationships with students, parents and community.
- Works collaboratively, not only with teachers in Upper School, but also with Middle and Lower School to foster a culture of growth.
- Working familiarity with technology.
- Excellent organizational skills and communication skills, both verbal and written.

Nansemond-Suffolk Academy offers a competitive salary, health, retirement, disability and life insurance benefits. Qualified applicants shall submit a completed NSA employment application (form posted online), resume with references and a cover letter explaining their interest in and qualifications for this position to Amy Morrell, Executive Administrator, Office of the Head of School, at [amorrell@nsacademy.org](mailto:amorrell@nsacademy.org), for further consideration. Salary commensurate with experience.

*At Nansemond-Suffolk Academy, students are engaged in personal growth, inspired to discover their passion and empowered to make a difference in the world.*