

# NANSEMOND - SUFFOLK ACADEMY

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**POSITION TITLE:** Lower School Teacher – Main or Harbour View Campus  
**DIVISION:** Lower School  
**REPORTS TO:** Head of Lower School – (Main or Harbour View Campus)  
**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 800 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 candidate to teach in the elementary grades who possesses the following education, experience, capabilities and qualities:

## **Essential Functions:**

- Provide a safe and nurturing classroom environment conducive to learning
- Plan, prepare and deliver instructional activities that facilitate active learning experiences and lead to the development of those skills identified as being critical for living in the 21st century.
- Identify and select different instructional resources and methods to meet the varying needs of young children.
- Lead students to develop critical thinking and process skills.
- Exhibit excellent classroom management skills essential for guided discovery and teacher directed activities.
- Possess experience in teaching language arts through a balanced literacy approach, including the use of Word Study.
- Utilize current assessment methods to guide instruction and plan appropriate interventions.
- Utilize technology to facilitate instruction and enhance learning.
- Ability to teach virtually, if required.
- Participate in grade level, divisional and whole school meetings and professional development activities.
- May be required to teach enrichment offerings and/or sponsor afterschool clubs.
- Perform additional duties as assigned by the Heads.

## **Required Education/Background:**

- Possess at least a bachelor's degree in Elementary Education, Master's Degree preferred.
- Hold current teaching certification in the state of Virginia; certification from other states will be considered as well.
- 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 Google Educational Apps and Blackbaud preferred.
- Understanding of "Math in Focus" curriculum preferred

- 1 – 5 years teaching experience preferred
- Previous successful experience working with elementary age children.
- Current CPR and First Aid certification
- Willing to become EMAT or MAT certified

**Required Skills:**

- Familiarity with teaching 21<sup>st</sup> Century skills and possesses a student centered outlook.
- 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 Lower School, but also school-wide.
- 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.*