



ST. AGNES  
ACADEMY  
*for GIRLS* | ST. DOMINIC  
SCHOOL  
*for BOYS*  
**The Dominican**  
COMMUNITY *of* SCHOOLS

**Job Title:** Teacher of Biology and Honors Biology

**Department:** SAA Upper School Science Department

**Reports to:** SAA Upper School Dean

**Job Summary:** Under the supervision of the Dean, the teacher is responsible for teaching full-time for the duration of the school year. The teacher should foster the intellectual, social, physical, and faith development of students in the Upper School experience.

**Essential Duties and Responsibilities:**

- Recognizes and supports the unique Catholic, Dominican Mission of St. Agnes Academy by speaking, acting, and instructing in a manner consistent with the teachings of the Catholic Church.
- Demonstrates effective planning skills by preparing lessons designed to implement stated goals and objectives and by incorporating school curriculum objectives in lesson plans.
- Exhibits competence in teaching by demonstrating current, thorough knowledge of curriculum and subject matter and an ability to communicate effectively with students; exhibits an ability to organize classroom learning and materials to maximize student time on tasks as well as motivate student learning.
- Counsels students for the purpose of improving performance, health status, appropriate behavior, problem solving techniques and a variety of personal issues.
- Demonstrates and differentiates methods required to perform classroom and/or subject specific assignments for the purpose of providing an effective program that addresses individual student needs.
- Develops and uses effective methods of evaluation that are directly related to curriculum objectives and to concepts and skills taught; consistently and effectively evaluates student progress.
- Assesses student progress towards learning targets, objectives, expectations, and/or goals for the purpose of providing feedback to students, parents and administration.
- Supports other classroom teachers for the purpose of assisting them in the implementation of established curriculum and/or individual student plans.
- Establishes a consistent disciplinary approach which promotes self-direction and positive self-image; sets high standards for student behavior and manages inappropriate behavior effectively for the purpose of providing a safe and optimal learning environment.
- Communicates with parents to convey expectations, student achievements, develop methods for improvement and/or reinforcing classroom goals in the home environment.
- Responds to inquiries from a variety of sources (e.g. other teachers, parents, administrators, students, etc.) for the purpose of resolving issues, providing information and/or direction.
- Monitors students in a variety of educational environments (e.g. classroom, dining hall, school campus, parking lot, hallways, restrooms, field trips, etc.) for the purpose of providing a safe and positive learning environment.

- Participates in a variety of meetings and professional development activities for the purpose of conveying and/or gathering information required to perform functions and to improve student achievement.
- Cooperates with school administration; works effectively with all staff members to promote positive relationships with students and parents.
- Be involved in extracurricular activities each academic year (coaching, club sponsor, etc.) Extracurricular assignments will be determined during the course of the hiring process or determined during the course of a school year to meet the need of enriching the academic, physical, social, and spiritual growth of our students.
- Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of St. Agnes Academy.

**The successful candidate should meet the following requirements:**

- A Bachelor's Degree in Biology with preference to teachers with a Master's Degree
- Evidence of at least three (3) years of exemplary classroom teaching experience at the high school level (ages 14-18 primarily)
- Proven ability to conduct formative assessment and demonstrate technology integration at a high level
- Deep understanding of student learning theory, brain-based learning, and differentiated instruction
- Proven ability to collaborate with teachers regarding student learning
- Able to work with students varying in ability and learning styles, both nurturing and challenging as necessary

**Candidates should email a completed application and credentials (cover letter, resume and a list of references) to Dr. Joy Maness, the Dean of the Upper School, [jmaness@saa-sds.org](mailto:jmaness@saa-sds.org). The position will remain open until filled.**

St. Agnes Academy-St. Dominic School is an Equal Opportunity Employer dedicated to promoting diversity in the workplace and strongly urges all qualified individuals to apply.

St. Agnes Academy-St. Dominic School is a Catholic, independent school in Memphis, Tennessee, inspired by the Dominican pillars of Study, Prayer, Community, and Service.

We have a supportive, familial school connected by a warm, welcoming atmosphere. The school, which offers both single-gender and co-educational programs in grades PK2-12, is committed to growing well-balanced students, mind, body, and spirit, in a supportive faith-filled environment.