



**Our Sisters' School**  
145 Brownell Avenue, New Bedford, MA  
(508) 994-1255

**Job Title:** Middle School Math Teacher, Grades 5-6  
**Status:** Exempt/Full-Time  
**Reports to:** Head of School

#### **Background Information about Our Sisters' School:**

Our mission, as an independent, tuition-free, non-sectarian middle school, is to educate and inspire economically disadvantaged girls from the New Bedford area. Depending completely on grants and private donations, Our Sisters' School empowers girls to step into the future with valuable life skills and a mindset of achievement and excellence by providing a safe, supportive, and academically challenging environment. OSS welcomes girls from diverse faiths, races, and cultures to our unique learning environment.

#### **Position Summary:**

We seek passionate, talented individuals to join our Math instructional team. OSS teachers serve as role models for OSS students while ensuring excellence in academic achievement in the classroom. A qualified individual will demonstrate a strong work ethic, the ability to create and effectively deliver detailed unit and lesson plans, as well as a mindset for educating low-income girls from broad personal backgrounds, while helping to build a positive school-wide community.

#### **Qualifications/Skills:**

##### *Required*

- Strong public speaking, written and verbal communication skills
- Excellent interpersonal skills, including professional collaboration and cultural competence
- Superior organizational and time management skills

##### *Preferred*

- Bachelors degree in field of education or a related discipline
- Advanced coursework in education and/or teaching certification, including deep knowledge of state standards and objectives, learning theory and curriculum development
- Teaching experience at middle-school level, particularly with economically and racially/ethnically diverse populations
- Proficiency with computers and software programs, especially Google-suite products; integrating technology into instruction

#### **It is the expectation that OSS teachers:**

- Receive and celebrate students for who they are while helping them cultivate fundamental skills, confidence and sense of self and purpose
- Receive feedback and academic coaching openly for professional and student growth
- Create a nurturing classroom environment focused on encouragement, appreciation, and respect
- Expect that students will challenge themselves steadily to grow and push their limits to accomplish ever more
- Manage student behavior effectively and according to OSS values
- Create and deliver thoughtful, intentional, carefully designed units and lessons to achieve set goals
- Demonstrate mastery of standard written and spoken English, regardless of subject
- Connect with students and peers in professional and productive manner
- Work safely and exercise maximum responsibility for the prevention of accidents and the safe use of equipment

**Responsibilities:**

- Teach engaging, developmentally appropriate and challenging lessons with research-based pedagogy / best practices
- Support the development of interdisciplinary curriculum, vertical alignment, unit planning and pacing guides
- Assess and report on student progress in accordance with school policies and practices
- Effectively manage classroom environment in accordance with school policies and culture
- Lead or co-lead homeroom period and routines
- Serve as an advisor and advocate for an assigned group of students
- Collaborate with colleagues, families, and volunteers to ensure that individual student learning needs are met
- Support AmeriCorps volunteers to assist and assume increased teaching responsibilities throughout the year
- Co-organize and supervise grade-level field trips and events
- Engage in other staff duties such as student lunch/recess, passing periods and responsibility for community spaces
- Attend academic, extracurricular, and social events with students and families during the school day and occasionally in the evenings or on weekends, as requested
- Actively participate in all professional development workshops, grade level, subject area, and staff meetings
- Assist OSS with building and refining the infrastructure and culture of the school
- Co-lead professional development, along with the Head of School, as requested
- Other duties as assigned

**Physical Demands:**

- Working at OSS requires physical fitness: stairs, a fast-paced schedule, playing and interacting with children, etc.
- Bending and lifting are required; all staff assist with cleaning, moving boxes, furniture, chairs, books, etc.

**Compensation:**

- Salary commensurate with experience, education/certification and guidelines provided by OSS financial policies
- Employer-offered health insurance, dental coverage, disability insurance and 401K Plan
- Paid Time Off (PTO) in accordance with OSS personnel policies
- Classroom Teachers work no more than August 1<sup>st</sup> – June 30<sup>th</sup> annually, with the possibility of optional hours available in July.

**To Apply:**

Please send cover letter, résumé, and references to:  
Sarah Herman, Head of School  
sherman@oursistersschool.org