



JOB ANNOUNCEMENT: Engineering Design Teacher for '24-'25

REPORTS TO: Arts Department Chair and Dean of Faculty

EMPLOYEE STATUS: 67%-100% FTE, Exempt, Academic year

WORK SCHEDULE: Teacher will be on campus for all class meetings (each class meets 3x/wk) as well as for tutorial periods, staffulty and/or collaborative course team meetings (as determined with department chair).

START DATE: July 1, 2024; on site beginning August 8, 2024

Located in the Presidio of San Francisco, The Bay School is an independent, college-preparatory high school committed to equity and belonging within Bay and beyond. The school seeks to provide its students with a challenging, innovative curriculum and a collaborative, supportive community. Our staff and faculty members ("staffulty") foster and model curiosity, critical thinking, intentionality, open dialogue, and good humor. Bay students have been described as engaged and thoughtful self-advocates who value community and courage. Please visit our precepts and academics pages to learn more about our school.

The Bay School considers all qualified applicants for employment and does not discriminate on the basis of race, color, religion, identity, national origin, ancestry, age, sexual orientation, gender identity, and gender expression (SOGIE), ability or any other characteristic protected by law. We are committed to having a staffulty and student body that reflect the diversity of the Bay Area. We strongly encourage those with a demonstrated dedication to social justice, collaboration, innovation and student-centered education to apply. We encourage BIPOC candidates to apply.

The Bay School does not participate in the USCIS E-Verify program, and we do not sponsor work visas.

Job Description

We are seeking a part-time teacher (67% FTE) with content specific expertise in Engineering and Design to teach 4 semester courses and 2 immersive courses, including introductory and intermediate level coursework. These courses often attract students with burgeoning interests in robotics, engineering and industrial design. The teacher will serve as an ambassador for STEAM, reaching out to students who may not perceive engineering and design as being fields of interest. The teacher should be skilled in teaching design iteration, including fabrication, and have experience managing maker spaces.

This role may also include, depending on background and experience, one or more of the following: being a resource for teaching robotics/physical computing; supporting the First Robotics club; supporting the Creative Process or Senior Signature Process course teams as a resource regarding design or fabrication. Depending on these additional responsibilities, the role could expand to full-time (100% FTE).

Each semester-long class meets three times a week in a [rotating block schedule](#). Bay's block schedule allows students to delve deeply into problem- and inquiry-based learning across all courses. Bay teachers have a strong commitment to innovative curricular design, collaboration, progressive pedagogy, and social justice--all in service of student learning and growth. Teachers of our core courses have a common prep block and use it to work collaboratively in weekly required course team meetings to ensure alignment of curriculum and assessment among sections/teachers.

Required Qualifications

EDUCATION: B.A. required, M.A. and/or significant professional engineering/design experience preferred.

EXPERIENCE: 2+ years of teaching engineering or shop courses at the middle or high school level.

COMPUTER SKILLS: Proficient in Google Suite; familiar with both PC and Mac platforms and LMS and SMS systems.

ADDITIONAL SKILLS: Safety certifications and/or confirmed, demonstrated safety record in working with students and machinery (including vertical mill, laser cutter, drill presses, band saw, lathe, chop saw, and table saw). If the candidate does not currently hold a safety certification or experience with all machines, they should be willing to undergo training and certification. NOTE: The school possesses an excellent safety record and the teacher will be responsible for continuing that safety through the proper training and oversight of students, the regular maintenance of the machinery, and the timely inventory/restock of supplies in the lab.

OTHER REQUIREMENTS: Job offers are contingent upon clear LiveScan fingerprinting and TB risk assessment. Other requirements include completing first aid/CPR training, mandated reporter training, anti-harassment training, and bloodborne pathogen training. Access to these mandatory trainings is provided and paid for by the school.

Key Responsibilities

Teaching

In addition to class preparation and classroom teaching, all teachers are responsible for:

- Collaboratively designing curriculum and aligning curriculum with course teams, the department goals, and the school's mission;

- Designing skills-based formative and summative assessments;
- Grading student work and providing feedback in a timely manner;
- Communicating regularly with students, parents, guardians, and advisors regarding student progress;
- Having one-on-one student meetings during tutorial period or as needed when on campus;
- Attending weekly staffulty or department meetings on Tuesday afternoons.

Advising

All full-time teaching staffulty serve as advisors to a group of 8-10 students. This includes:

- Meeting as a group with the advisory once per week for 25 minutes;
- Attending and chaperoning additional grade level events and special events;
- Participating in grade level orientation before the first day of class;
- Serving as the primary point person with the school for parents, guardians.

Community Support

All teaching staffulty are expected to support the well-being of our community and the growth of individual students. This includes:

- Attending Morning Meeting three days a week;
- Monitoring a “Flex” block (study hall) one block per week each semester;
- Holding tutorial at the end of the school day four days a week;
- Modeling community engagement by being present throughout the school day, serving as a club leader, serving on committees and participating in admissions events (as examples);
- Attending Back to School Night in September;
- Supporting the admissions program by attending a limited number of admissions events.

The Ideal Candidate

- Finds resonance with The Bay School mission, philosophy, and precepts;
- Dedicates themselves to anti-bias and equity work and understands the social justice dimensions of education;
- Commits to ongoing professional growth;
- Welcomes and learns from feedback;
- Enjoys being in a high school community;
- Values mindfulness as a practice;
- Is comfortable teaching skills-based and lab-based/experiential courses;
- Values individual learning profiles by teaching in multiple modalities and offering differentiated instruction;
- Employs and is excited by student-centered teaching strategies (project-based, place-based, problem-based, and experiential learning);

- Has experience teaching secondary education and brings a diversity of teaching and life experiences to their work;
- Values collaboration, teamwork, and feedback as a part of professional growth;
- Commits to innovation, professional development, and reinvention;
- Is curious and resourceful;
- Enjoys working with and inspiring high-school learners in all areas of school life.

Work Environment

- The Bay School campus has three separate buildings that are across the street from each other. Classrooms and offices are spread throughout all three buildings and teachers may be asked to move among these spaces during the day.
- Teacher offices are shared spaces, typically with three other teachers. Teachers are assigned office spaces to intentionally mix the academic disciplines of the inhabitants.
- Teachers may teach in different classrooms throughout the year.
- The noise level in the work environment is moderate to loud during school hours and usually quiet outside of school hours.
- The Bay School lunch service is provided by Acre Gourmet and is available to all employees and subsidized by the school. Staffuly eat lunch in shared dining room spaces with students, in their offices or in the Staffuly lounge on the fourth floor.

Salary is based on years of secondary school work or relevant experience. For a full time (100%) position, the salary range is \$84,684-\$140,202. This position qualifies for benefits.

Please review [the full-time teaching job description](#), as well as our website (www.bayschoolsf.org), to familiarize yourself with our school, the engineering and design curriculum, and our community. If interested in the position, please send all items below to jobs@bayschoolsf.org, subject line: **Engineering/Design**.

Applications accepted until the position is filled.

1. Cover letter describing your interest in the position as well as how you anticipate contributing to The Bay School.
2. Resume/C.V.
3. A list of references--a minimum of 3, including a current supervisor, departmental colleague, and a colleague outside of your department.