



**A Classical Education for the Modern World**

Washington Latin is a liberal arts, college preparatory school with a classical mission. We serve 700 students in grades 5-12 from across the District. We believe that all students deserve a quality education that goes beyond preparation and focuses on developing knowledge, understanding and humanity. Ours is a school where words matter, ideas matter, and people matter. We strive to help our students to become thoughtful people who will contribute to the public good and continue a lifelong quest towards a fuller humanity.

**Job Title:** Summer School Instructor

**Responsible to:** Assistant Principal, Principal, and Head of School

**Job Purpose:** To foster the intellectual and personal growth of students over summer; and to understand and follow the mission of The Washington Latin Public Charter School.

**Job Description:** Teachers wanted for Washington Latin summer school for grades 5-12, subjects vary. Teachers would be responsible for instructing students and using effective classroom management techniques to create a positive learning environment. Teachers must work to establish positive and respectful working relationships with students and other faculty members. Candidate must be eager to work with students of all abilities in a non-selective charter school. Candidates must also be willing to involve him or herself in the life of the school.

**Summer School will begin June 25 and will end August 3.** Washington Latin also offers 3-week classes that will be broken into two sessions. The first session will begin June 25 and will go through July 13. The second session will begin July 16 and will end August 3. All summer school runs 8:30 – 12:30. *We are offering positions for the full 6 weeks in the following subject areas:*

- **Upper School Statistics**
- **Upper School English**
- **Middle School English**

**Professional obligations to STUDENTS:**

- Teach, manage and appreciate students assigned to one's classes;
- Implement current curriculum and contribute to its ongoing development;
- Create and maintain a respectful, orderly, safe environment in which academic inquiry is highly valued and ideas are freely explored;
- Establish and consistently administer high academic and personal expectations for students both in and out of one's classroom;
- Return all student work in a timely, effective manner;



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- Maintain current and accurate student records;
- Write thoughtful, timely, articulate comments about students' progress;
- Provide extra help for students as needed, regularly being willing to give of one's time outside of normal school hours;
- Support and enforce the School's Anti-Bullying Policy;
- Hold oneself to the same standards to which one holds students.

**Professional obligations to COLLEAGUES AND ADMINISTRATORS:**

- Be respectful of one's colleagues and administrators in word and deed;
- Play a role at all times in maintaining a school atmosphere of civility, decency, and respect among students, faculty, and administrators;
- Discuss any complaints with those directly involved;
- Be responsible with the limited resources of the school;
- Fulfill the responsibilities and conditions of employment detailed in the Faculty Handbook;
- Substitute for colleagues whenever necessary;
- Alert the administration about any contentious interactions with students or parents.

**Professional obligations to PARENTS:**

- Recognize the partnership between school and home as a crucial component of a student's experience in school;
- Respond to all parent phone calls and emails in a timely, courteous manner;
- Write thoughtful, timely, articulate comments about students' progress;
- Alert the administration about any contentious interactions with parents.

**Professional obligations to ONESELF:**

- Actively pursue professional development opportunities;
- Join all relevant educational organizations for one's continued growth;
- Discuss with your supervising administrator any particular conditions that could make life at WLPCS more enjoyable and productive;
- As much as possible, maintain some healthy balance of professional and personal time.

*This job description does not state nor is it intended to imply that these are the only duties to be performed by the employee occupying this position. All employees should be prepared to go beyond the narrow job description of the faculty member and participate in the full life of the school.*



WASHINGTON LATIN  
PUBLIC CHARTER SCHOOL

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**If you are interested, please fill out an initial application that can be found here or under the employment page of our website.**