



Job Description: Innovation Lab Teacher: Lower School

Position Title	Department	Reports to
K-3 Innovation Lab Teacher	Lower School	Head of School
Employment Status	FLSA Status	Effective Date
<input type="checkbox"/> Temporary <input type="checkbox"/> Full-Time <input checked="" type="checkbox"/> Part-Time	<input type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt	August 2020

Position Overview

Woodland School seeks an inspiring and nurturing **Part-Time Lower School Innovation Lab Teacher**. The program incorporates a hands-on, problem-solving approach that unlocks students’ creativity and fosters critical thinking. Students gain core competency in basic design thinking and have increased opportunity to expand their technology aptitude through exposure to robotics, programming, 3-D CAD modeling, and maker skills. Through the Innovation Lab program, Woodland students establish design thinking skills, learn “how to think” and become more resourceful, experimental, collaborative, and empathetic. Skills and competencies become more intricate and sophisticated as students advance through the lower school grades.

Minimum Skills & Responsibilities

Woodland School expects that a **Lower School Innovation Lab** teacher will adhere to the following duties as part of their daily responsibilities & curriculum:

- Bachelor’s degree in Computer Science or related field is required
- Maintain ongoing collaboration with colleagues on pedagogical approaches, curricular alignment and instructional strategies.
- Differentiate instruction for a range of abilities and interest levels in order to provide a student-centered, hands-on approach to learning.
- Employ a variety of instructional media, materials, and tools in the I-Lab
- Experience teaching students about the parts and function of a computer, including software, hardware, and introductory keyboarding skills
- Lead conversations and guidance with students on safe and smart digital citizenship
- Teach coding fundamentals through unplugged and application-based exercises, such Code.org, Scratch Jr./Scratch, Dash robot, and Blockly
- Create animated stories and multimedia projects that incorporate text and images
- Create and manage files through Google Docs, Drive, Sheets, etc.
- Teach through the Engineering Design Process to design for specific users and their needs
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Attend staff meetings and serve on staff committees if needed.
- Assess and document the accomplishments of students on a regular basis and provide progress reports as required.
- Researches and seeks professional development around current best practices in Computer Science education.
- Collaborates with the Director of Information Technology and the Director of Curriculum, Instruction, and Innovation on learning software recommendations, best practices in classrooms, and researching new technologies to incorporate into the curriculum.

- Partners with teachers to introduce technology integration in classrooms.

Professional behavior, including discretion, good judgment, and integrity are essential. Excellent verbal and written communication skills are required.

HOW TO APPLY

Candidates for this position should submit a cover letter, resume, and contact information for a minimum of three references (at least one recent supervisor is required). Please combine all documents into a single PDF and send to HR@woodland-school.org.

OVERVIEW OF WOODLAND SCHOOL

Located just west of Stanford University, Woodland is an independent day school that offers a joyful approach to learning in a diverse, respectful, and inclusive environment for approximately 300 students in early childhood through eighth-grade. We have two sections of each grade level K- 8 with class sizes that average from 14-18 per class.

Woodland School specializes in education that inspires students by nurturing each individual's voice, intellect, and character. With rich content and an emphasis on inquiry-based and student-driven projects, students are empowered and encouraged to be active and engaged learners. Our students' innate sense of wonder is the foundation of learning at Woodland School. Teachers craft meaningful, multisensory learning experiences which enable creativity, ingenuity, and deep interdisciplinary connections. Students explore and develop complex understandings that engender a sense of self and purpose in the world.

Woodland School's faculty create a school environment that is as supportive and nurturing as it is challenging, and they embody the core values of the school—stewardship, integrity, curiosity, resilience, equity, and respect. Our teachers apply best practices through collaboration, integrated curriculum, brain-based teaching and learning methods, and continued professional development. Our teachers are themselves learners, constantly searching for ways to improve their practice. A robust professional development program supports our faculty by connecting them to the best practices in pedagogy, curriculum development, educational technology, and student assessment.

Woodland School is dedicated to the goal of building a culturally diverse and pluralistic faculty committed to teaching and working in a multicultural environment and strongly encourages applications from candidates who reflect such diversity.

NOTE

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Woodland School does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin in the administration of its educational or admission policies, financial aid distribution, or other school programs. Woodland School is dedicated to the goal of building a culturally diverse and pluralistic faculty committed to teaching and working in a multicultural environment and strongly encourages applications from candidates who reflect such diversity.

www.woodland-school.org