



## Our School

Beacon Academy closes the opportunity gap for a cadre of Boston's bright and determined students. Striving for educational equity using a lens of social justice, we help our students create life changing opportunities as they build lives of purpose, community, and impact. Our 10-Year Model begins with our Academy Year – a 14-month term filled with academic rigor, personal development, and exciting life experiences – followed by diverse support programs for our alumni throughout high school, college, and early careers. Not only do we prepare students for futures of curiosity and well-being, but we also stay connected with them, offering resources to promote success from their first day at Beacon into their first careers. We value our community and strive for a sense of belonging at Beacon. To achieve that, we honor each person's dignity and humanity, bring a learning mindset to our work, encourage honest and direct feedback, and look for joy even in challenging spaces. We invite you to contribute to these core values of Beacon.

## Commitment to Equity, Inclusion, Diversity, Belonging and Joy!

At Beacon Academy we center our work on the educational success and well-being of the students and alumni of color we serve. We, therefore, hold ourselves accountable to the following principles:

- Recognizing the humanity and dignity in each person no matter their role, title, or responsibilities.
- Embracing equity as a common goal demonstrated by leveraging and sharing our power, influence, knowledge, and experience to level the playing field and dismantle barriers to educational success and well-being.
- Co-creating a sense of belonging where our team, students, families, and volunteers feel welcomed, respected, supported, and valued to fully participate in the community.
- Leading with curiosity by first seeking to understand the need.
- Ensuring accountability to our students and our team.
- Discovering joy by celebrating successes and lessons even if the outcome was not as expected.



# Science Teacher, Study Hall Manager, and Co-Curricular Assistant

Start Date: July 2023

Reports to: Director of Studies

Exempt/Nonexempt: Exempt

Schedule: 40 hours with additional hours as needed

Work Year: Full year July to June

Benefits Eligible: Yes

## Job Summary

The Science Teacher is responsible for planning and teaching two sections of science five times per week. This role will also include identifying potential areas in need of academic reinforcement for individual students and communicating with advisors and families/caregivers about student progress. Responsibilities as Study Hall Manager will include proctoring study halls within the school day and recruiting and managing proctors for the evening and Saturday study halls. Additional responsibilities include assisting with co-curricular activities, advising a small group of students, and supporting the day-to-day operations of the school in a variety of ways, including chaperoning field trips.

## Essential Duties & Responsibilities:

- Represent the core values of the Academy in all work performed on behalf of the Academy and in all activities related to the lives of students, graduates, and their families by demonstrating an excellent work ethic, personal integrity, confidentiality, professional maturity, and thoughtful ambassadorship.
- Science Teacher
  - Create lesson plans that cover introductory units on biology, chemistry, and physics that are appropriate for 8th graders and will prepare them for 9th grade science.
  - Teach two sections of the course five times a week.
  - Incorporate labs and other hands-on activities.
  - Submit written grade reports.
  - Be accessible for additional help outside of class hours.
  - Manage volunteer science tutors to provide additional support for students who need it.



- Study Hall Manager
  - Proctor mandatory study halls that occur during the school day.
  - Recruit and manage proctors for optional evening and mandatory Saturday study halls.
  - Track student attendance at Saturday study halls and communicate frequent absences and tardies to advisors for follow-up.
- Advisory
  - Meet weekly with student advisees to discuss progress and concerns and to develop a sense of community.
  - Communicate with advisees' parents/caregivers to convey information and address academic and social challenges.
  - Support and communicate with advisees' mentors.
- Co-Curricular Assistant
  - Assist with athletics and other co-curricular activities, including chaperoning events as needed.
- Other
  - Submit grade reports.
  - Support students' high school applications by writing letters of recommendation.
  - Participate in parent/caregiver conferences and attend school-wide events.
  - Assist the Development team by participating in fundraising events and speaking to donors about Beacon.

### Qualifications:

- Bachelor's degree in science or related field; Master's preferred
- At least three years of experience teaching middle or high school students
- Ability to design and teach appropriate science curriculum
- Excellent interpersonal, verbal, and written communication skills
- Must demonstrate strong attention to detail and accuracy
- Proficiency with the use of technology for teaching, including Google Classroom and SMART Board technologies
- Ability to build relationships with families/caregivers, colleagues, and volunteers to support students
- Personal warmth and empathy
- Demonstrated ability to embrace and share the mission of Beacon Academy



### Physical Demands:

- The ability to move freely about the Academy in order to be responsive to the needs of students
- Willingness and ability to drive passenger vans preferred

### Employee Benefits:

- Generous paid time off
- Insurance coverage - Health, Vision, and Dental
- Life, short-term, and long-term disability insurance
- Retirement plan with matching employer contribution after the first year
- Flexible Spending Accounts - Health and Dependent Care
- Convenient location with parking and accessible to public transportation

### To Apply

Please send a cover letter and resume to [jobs@beaconacademy.org](mailto:jobs@beaconacademy.org) with the subject line: Science Teacher. Beacon Academy welcomes a diverse candidate pool, including candidates who are bilingual, because we believe a diversity of voices leads to better outcomes for everyone. Beacon Academy is an Equal Opportunity Employer.



## The Beacon Community

A key priority for Beacon this year is maintaining and strengthening a sense of community. Our community consists of students, alumni, parents, caregivers, faculty, staff, Board members, volunteers, corporate and community partners, and donors who bring our mission to life and sustain our robust 10-Year journey from Academy year to career for over 300 students and alumni. We are committed to embracing educational equity as a common goal and are grateful to our community for helping us work to achieve it. When we come together as a community, there is no limit to the number of life-changing opportunities we can create for these students and many more.



## Beacon's CEO/Head of School's Vision



Charles E. Carter, Jr., Ph.D., LICSW brings more than 25 years of experience working with and leading nonprofit organizations that focus on youth development and education, and he has committed his career to improving social and economic justice for Black and Brown communities. As Beacon's leader, Dr. Carter envisions Beacon as a place where students expand their brilliance and discover their power to achieve their dreams.

## Location

In 2021, Beacon Academy moved to its own building at 814 South Street, in the heart of Roslindale Village. This impressive 17,000 square foot granite church was most recently the base for the Boston School of Modern Languages. The spacious meeting areas, classrooms, and offices have facilitated efficient communication and collaboration among faculty, staff, students, alumni, and volunteers. Beacon values the in-person connections that are fostered in this new location and looks forward to the new memories that will be made in this space.

