



St. Johns Country Day School Grade 3 Teacher

Position Description and Requirements

St. Johns Country Day School, an independent college-preparatory school, seeks an experienced educator for the full-time Lower School teaching position. Qualified applicants will value strong relationships with students, parents, and colleagues.

Job Summary

Under the direction of the Head of Lower School, the teacher is responsible for the academic, social-emotional growth, and development of all students in their care. The teacher plans, organizes, and implements an appropriate instructional program and encourages students to take initiative and fulfill their academic potential. The teacher is responsible for ensuring compliance with all St. Johns standards and policies.

Minimum Qualifications

- Bachelor of Arts or Science Degree in Elementary Education; Master's Degree in Elementary Education is preferred.
- 3-5 years' teaching experience.
- Display strong communication skills (written and oral).
- Possess strong problem-solving skills.
- Ability to make appropriate decisions in an active environment.
- Open and able to take and give direction and work as part of a team.
- Demonstrate innovative, enthusiastic, and energetic behaviors.

Essential Duties

The teacher is expected to perform the following duties professionally and promptly. *The following list is not all-encompassing.*

- Plan, prepare, and deliver lesson plans and instructional materials facilitating active learning.
- Develops schemes of work, lesson plans, and assessments that are in accordance with established procedures.

- Instruct and monitor students in the use of learning materials and equipment.
- Use relevant technology to support and differentiate instruction.
- Manage student behavior in the classroom by establishing and enforcing rules and procedures.
- Maintain discipline following the rules and disciplinary policy of the School.
- Encourage and monitor the progress of individual students and use the information to adjust teaching strategies.
- Maintain accurate and complete records of students' progress and development.
- Update all necessary records accurately and completely as required by Policy and School standards.
- Prepare required reports on students and activities.
- Participate in department, school, and parent meetings.
- Communicate necessary information regularly to students, colleagues, and parents regarding student progress and student needs.
- Establish and communicate clear objectives for all learning activities.
- Establish and maintain cooperative and effective working relationships with others.
- Effectively supervise students in a variety of school settings.
- Be a consistent, encouraging communicator with students and parents.
- Be a positive role model and a team player.
- Complete all reasonable requests made by the Head of Lower School.

Compensation and Benefits

The position is for the academic year starting in August 2026. A salary commensurate with experience, degree attainment, and qualifications is paid to employees annually. Full time employees are eligible for our benefit package, including medical, dental, vision, disability, tuition remission, professional development/education funds and the ability to participate in the school's 403(b) retirement program.

About St. Johns Country Day School

St. Johns Country Day School is one of the leading, non-sectarian independent schools in Jacksonville, Florida and maintains a PK3- Grade 12 school enrollment of 500 students. Learn more at sjcds.net.

Accreditations

Florida Council of Independent Schools
Cognia

Application

Please send a cover letter and current resume to hkennedy@sjcds.net

St. Johns Country Day School is an Equal Opportunity Employer and encourages all qualified candidates to apply. We do not discriminate based on any protected status under federal, state, or local law.