



Job Title: Director of STORM Lab

Position Description

This position is responsible for implementing appropriate curriculum for students in their classroom in a manner that follows our mission to nurture a love of learning, joy of service and a lively faith. This position is an ambassador of our core values: Additionally, this position collaborates within the school community, offering willing support and instruction to elevate the broader educational experience.

Primary Responsibilities

- Work in collaboration with classroom teachers to engage students in lessons involving science, technology, related arts & math
- Manage and organize resources within the lab
- Provide hands-on activities and lessons involving technology programming and coding
- Assist with research and projects in collaboration with classroom/specialty teachers
- Engage students in learning through best practice strategies
- Communicate student progress with families
- Establish positive classroom management routines
- Maintain a safe, clean, comfortable, collaborative setting
- Chair the Car Club afterschool activity and lead parent helpers
- Select instructional supplies, materials, and resources
- Plan lessons and use a variety of teaching strategies and resources to differentiate instruction and meet the needs of individual learners to ensure all students are engaged and challenged. Provide lessons to Director of Academics in advance.
- Collaborate with other specialty teachers for special events.
- Establish positive classroom management routines that align with Responsive Classroom and create a consistent classroom schedule with Director of Academics.
- Create and maintain an organized classroom that is conducive to learning and encourages student independence.
- Foster a positive and inclusive classroom environment that promotes respect, collaboration, and a love of learning.

- Perform various non-instructional duties, such as attendance, lunch duty, recess, car duty, etc.
- Attend professional development growth activities on a regular basis and as suggested by Director of Academics
- Work with Director of Academics in the area of curriculum and planning throughout the school year and provide weekly lesson plans in advance to the Director of Academics.
- Be open to being coached and receiving feedback to advance learning and growth for students.
- Contribute to SAIS goals for school improvement.
- Support ideas and policies of administration.
- Prompt and continuous attendance on campus.
- Attend weekly faculty meetings.
- Other duties as assigned by the supervisor

Required Knowledge, Skills, and Abilities

- Bachelor's degree (minimum)
- Models core values; Ambassador, Resilient, Engaged, Growth-mindset, Inclusive
- Professional and ethical
- Strong classroom management skills
- Excellent verbal and written communication skills
- Positive attitude and communication with parents, students, and faculty
- Collaborative problem solver and solution maker
- Proficient in technology

Work Environment

- Hours of Work: Monday through Friday, 7:30 a.m. to 3:30 p.m. all school days and scheduled in-service days (190/365). Teachers are expected to greet students as they enter the classroom at 7:40 a.m. Half Days: Students are dismissed at 11:30 a.m. However, most half days include a teacher/staff meeting. These hours are subject to change at the sole discretion of the Head of School.
- Attendance: Physical presence is expected during school days and hours for all student-facing positions.

Job Classification Faculty

Supervisor Director of Academics

Supervises Yes- Students

Employment	Full-time	Work	10 month
Status	Exempt	Schedule	7:30 am – 3:30 pm

This document is intended to provide guidelines for job expectations and the employee's ability to perform the work associated with the position. It is not intended to be construed as an exhaustive list of all job duties and additional functions/requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the School reserves the right to change this position as the School may deem appropriate.

Revised 03/01/2025