Title: Substitute Teachers in All Disciplines
Reports To: Associate Head of Middle or Upper School
Status: Potential for short- and/or long-term assignments
Start Date: Immediately

ABOUT MASTERS:

The Masters School (www.mastersny.org) is a premier coed day and boarding school that engages 5th to 12th grade students with a challenging academic program in a welcoming learning environment. Located on 96 picturesque acres overlooking the Hudson River, The Masters School community takes advantage of both its access to the tri-state area and its proximity to the rich cultural and educational magnet that is New York City. Students benefit from the resources, diversity and activities of Masters’ seven-day campus and accessible, talented faculty and staff. From our exceptional academics and outstanding visual and performing arts program to our championship athletic teams, the Masters learning experience prepares students for success in college, career and life.

Our Middle School has approximately 175 students and 32 faculty and staff. Our Middle School’s educational philosophy sets us apart from other schools. Fifth grade boys and girls learn together in small groups, while grades six through eight learn in single gender classes. The Middle School curriculum includes an emphasis on experience-based learning: students participate in hands-on projects and intensive class discussions that help build critical and creative thinking skills.

MISSION AND BELIEFS STATEMENT:

The Masters School celebrates active participation, deep understanding, and meaningful connection. A community of diverse individuals, we gather to learn, to strive, to dare, to do – to be a power for good in the world.

SUMMARY:

The Middle School seeks short- and long-term substitute teachers for its middle and/or upper school divisions. The ideal candidate is passionate about working with children and eager to support students in taking an active role in their own learning. Substitutes are needed year-round for periodic teacher absences and occasional long-term assignments.

RESPONSIBILITIES:

• Follow teacher lesson plans and support students in completing assigned work.
• Provide supervision during recess, in study hall and in other moments of the school day, as needed.

REQUIREMENTS:

• Understanding of and desire to work with school-aged children
• Flexibility and ability to improvise
• Bachelor’s degree preferred
• Prior teaching experience and/or work in schools preferred
HOW TO APPLY:

To apply, please submit a letter of interest and resume via email to careers@mastersny.org (Adobe® PDF format preferred) and include “Long- and Short-Term Substitutes” in the subject line.

This position announcement is intended to describe the general nature and level of work being performed by employees assigned to this job title and the education and skills required. This is not intended to be a complete list of all responsibilities, duties, and skills that are required or may be required in the future.

Background Screening: The Masters School conducts background checks on all job candidates upon acceptance of a contingent offer and may use a third party administrator to conduct background checks. Background checks will be performed in compliance with the Fair Credit Reporting Act.

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The Masters School is an equal opportunity employer. It has been and will continue to be the policy of Masters to be fair and impartial in all of its relations with its employees. Our employment decisions are made solely on an individual’s ability to perform the job. In accordance with federal, New York State, and Westchester County law, Masters does not discriminate on the basis of actual or perceived differences, including those based on race, color, religion, ethnicity, creed, age, national origin, alienage or citizenship status, familial status, gender and gender identity, pregnancy, marital or partnership status, sexual orientation and disability, sexual and reproductive health decisions, or toward victims or those perceived to be victims of domestic violence, sexual abuse or stalking, as well as any other status protected under federal, state, or local laws. For the purpose of addressing sexual and reproductive health decisions, the Masters School will not access an employee’s personal information regarding his or her reproductive health decisions without written consent and in accordance with applicable law. Retaliation based on any of the above protected characteristics is absolutely prohibited.