



Available Position: Trinity Preparatory School Fellow (2023-2024)
Department: Middle or Upper School
Reports to: Assistant Head of School
Full/Part-time: Full-time (10 month)
Date Posted: February 3, 2023
Start Date: August 1, 2023

About The Trinity Preparatory School:

Trinity Preparatory School is an independent, coeducational, college preparatory school that develops ethical, resilient leaders who thrive in the pursuit of excellence, embrace diversity in thought and perspective, and grow spiritually. In alignment with our mission, we affirm our commitment to our core values: Trinity Family; Educational Excellence, both Academic and Extracurricular; Leadership and Character Development; and Faith and Spirituality.

Founded in 1968, a dedicated group of Orlando community leaders led by the late Reverend Canon A. Rees Hay wanted to provide a quality, independent secondary education for students in Central Florida. As a result, they established the Trinity Preparatory School in grades six through 12. Affiliated with the Episcopal Church, we welcome families and students from all faith traditions, cultures, and backgrounds, knowing that we are all enhanced by diversity.

Our dedicated and notable faculty and staff are leaders in their field who share their knowledge and expertise with others at various professional development opportunities worldwide. Their dedication is demonstrated to our students, families, and communities both inside and outside of the classroom with a balance of academic rigor and wellness. Trinity's student body and families reflect the world as they travel from the greater Orlando area and across the nation to take part in the Trinity experience.

Position Description:

The Trinity Preparatory School seeks enthusiastic recent college graduates or an individual interested in pursuing a career in education to participate in our Fellow Program. Fellows will serve for one or two years in various, defined capacities such as supervised teaching and course observation, participation in an outdoor program, student advising, coaching football, and performing a number of other traditional day-school responsibilities. Fellows will be supervised by the Assistant Head of School, who will review their performance, provide feedback, and further their professional development and training.

Trinity Preparatory Fellows will exemplify Trinity Prep's four Core Competencies that apply to all employees of the organization:

- Demonstrates Self-Awareness
- Ensures Accountability
- Communicates Effectively
- Cultivates Innovation



Trinity Preparatory Fellows will exemplify the following Fellow Leadership Competencies that apply to all participants in the Fellow Program:

- Self-Development
- Interpersonal Savvy
- Instills Trust with a Customer Focus
- Drives Results

Trinity Preparatory Fellows will exemplify the following Coaching Leadership Competencies that apply to all members of the Athletic Department:

- Build Effective Teams
- Decision Quality
- Directs Work

Trinity Preparatory Fellow Responsibilities:

- Perform supervised and increasingly unsupervised work in a primary area of the school and the Fellow's primary area of interest.
- Share their specialized training, expertise, or talents with the faculty, staff, and students.
- Substitute, teach, team-teach, and/or under the guidance of experienced and skilled faculty.
- Participate in the mentorship program with experienced teachers who will support, guide, and work collegially with Fellows.
- Attend and participate in professional development and training opportunities.
- Coach up to three seasons at appropriate levels of expertise.
- Perform job-related duties as assigned.

Teaching and Learning Responsibilities:

- Prepare lesson materials, grade papers, manage the classroom, and evaluate and give feedback to students.
- Adapt teaching methods and instructional materials to meet students' varying needs and interests.
- Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.
- Instruct students individually and in groups, using various teaching methods such as lectures, discussions, and demonstrations.
- Establish clear objectives for all lessons, units, and projects, and communicate those objectives to students.
- Prepare, administer, and grade tests and assignments in order to evaluate students' progress.
- Meet with parents and guardians to discuss their children's progress, and to determine their priorities for their children and their resource needs when necessary.
- Collaborate with your mentor(s), other teachers, and administrators in the development, evaluation, and revision of school programs.
- Perform job-related duties as assigned.



Coaching Responsibilities:

- Serve as a role-model to develop sportsmanship - both on and off the football field.
- Assist with organizing and facilitating regularly scheduled practices with emphasis on development and implement game strategy for football.
- Observe and guide the discipline and conduct of student athletes to reinforce our core values, specifically our belief in the educational excellence in the football program.
- Interact regularly with student athletes to maintain a safe learning environment both social-emotionally and physically.
- Provide feedback and coaching to team members individually and in groups while demonstrating game techniques throughout the football season.
- Learn the daily expectations and how to communicate effectively with parents and student athletes.
- Encourage new student athlete participation and motivate football players to continue their growth and development.
- Assist with the inspection of the equipment and facilities to ensure safe conditions.
- Perform job-related duties as assigned.

Athletic Teams (Varsity, Junior Varsity, and Middle School) include the following 15 different sports, which are available to any eligible boy or girl in grades 6-12:

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Bowling	Basketball	Baseball
Cheer	Cheer	Lacrosse
Cross Country	Soccer	Softball
Golf	Weightlifting - Girls	Tennis
Football		Track and Field
Flag Football MS		Volleyball - Boys
Swim and Dive		Weightlifting - Boys
Volleyball - Girls		
Drumline		

**Qualifications and Experience:**

- Possess a Bachelor's or a Master's Degree with a focus in education and practicum experience or a specialized field.
- Articulate an authentic commitment to diversity and hold others accountable for the same.
- Promote an inclusive environment that values, encourages, and supports differences.
- Possess an enthusiasm for education and learning.
- Possess an affinity for and comfort in working with Middle and Upper School aged children.
- A preferred candidate will have both playing and coaching football experience, but one of the other is acceptable.
- Demonstrate competency with student-centered technology, an interest in advancing and supporting its use to enhance student learning, and the desire to employ technology to connect with students who learn both remotely and in-person.
- Demonstrate an interest in contributing to conversations about instruction and curriculum, classroom management, and the stages of childhood development.
- Carry the maturity, interpersonal and social skills to function as a contributing and responsible member of the faculty.
- Welcome membership and participation in the cohort of the Trinity Preparatory Fellowship, both contributing to and growing from the benefits of membership in this cohort.
- Demonstrate the professionalism of a full-time educator, demonstrating among other traits, punctuality, initiative, and independence.
- Demonstrate an authentic work ethic and positive spirit.
- Must pass a Jessica Lunsford Level II background check and drug test.

Certifications Required:

- CPR/AED/First Aid

Application Requirements:

- Interested candidates should complete an application through the below link:
[APPLY NOW](#)

Benefits:

- Comprehensive benefits package including medical, dental, vision, life and disability, 403(b) plan.

Employee Nondiscrimination Policy:

- Trinity Preparatory School is an Equal Opportunity Employer.