

Cliff Sheppard  
Chairman,  
Board of Directors

Danny Howell  
Head of School

# Brentwood School

P.O. Box 955  
725 Linton Road  
Sandersville, Georgia 31082  
(478) 552-5136  
FAX (478) 552-2947



## Elementary Teacher Pre-Kindergarten through 5<sup>th</sup> Grade

This position is responsible for the implementation of the curriculum in his or her classes. He or she is to challenge all students in their care, to give students an age-appropriate education, to excite students concerning their academic possibilities, and to instill a life-long love of learning.

### Primary Responsibilities

#### **Work with administration to prepare course syllabi and curricula to:**

- Plan, prepare, and deliver instructional activities that facilitates active learning experiences.
- Manage and monitor all aspects of student learning.
- Communicate effectively and professionally regularly to students, colleagues, and parents.
- Support students and their learning.
- Comply with all policies, practices, and procedures.
- Perform other duties as assigned.

### Desired Qualifications

- A Bachelor's degree is required, advanced degree preferred
- For Pre-K: Associate's degree required, degree in Early Childhood Education preferred
- A minimum of 18 semester credit hours in education required
- For Pre-K: 10 clock hours in appropriate education courses required
- State or National certification in the appropriate area or subject preferred
- Teaching experience preferred
- Ability and qualifications to teach other subjects are preferred
- Strong interpersonal skills – exceptional oral and written communication skills
- Proficient knowledge of Microsoft Office Suite to include Outlook, Word, Excel, Power Point, and Teams
- Knowledge of FACTS SIS and proficiency in Interactive Board technology preferred
- Pass required background and drug screening checks

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## Elementary Teacher (continued)

### About Brentwood

Brentwood School is an independent, co-educational, college preparatory day school located in Sandersville, Georgia. It is comprised of a Pre-School (Early PK, PK, and K5), a Lower School (grades 1-6), and an Upper School (grades 7-12). Since its beginning, Brentwood has provided students from Washington County and the surrounding area with an education of unsurpassed quality in a nurturing and safe environment. The school offers a rigorous college preparatory program, and usually 100% of its graduates attend post-secondary education institutions.

### Our Mission

Brentwood School is committed to providing a college-preparatory education in a safe and diverse environment while preparing its students emotionally, culturally, physically, and spiritually to lead productive lives in a global society.

### Salary and Benefits

Brentwood School offers a competitive salary and benefits package which includes options for health, dental and vision insurance. Employees are automatically enrolled in term life and accidental death and dismemberment coverage. Tax-deferred annuity and defined contribution retirement plans are also available through TIAA-CREF.

### Contact Information

Interested candidates should email a cover letter and resume to Danny Howell at [dhowell@brentwoodschool.org](mailto:dhowell@brentwoodschool.org) or mail the same to:

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Attn: Danny Howell, Head of School  
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