



Nativity School of Worcester
English Department Head Teacher
Full Time

ELA Department Head Teacher Overview:

Reporting to the Principal, the ELA Department Head Teacher serves as the primary ELA teacher for multiple grade levels (grades 6-8). In addition to providing direct classroom instruction, the teacher serves as a leader and mentor to the Teaching Fellows on the ELA team, and is an essential point of contact with families. This teacher position is responsible for creating an environment in which students can achieve their highest potential, as demonstrated by measurable academic and social growth.

Primary Responsibilities:

Reporting to the Principal, your responsibilities will consist of the following:

- Modeling of successful teacher practices:
 - Lead teach at least four ELA classes within the 6th-8th grade level (both boys and girls sections) and co-teach other classes as needed.
 - Taking a leadership role in the co-teaching/paraprofessional mode with a focus on growing the impact of the ELA program. As a leader for the school's ELA Department, the ELA Department Head must be flexible and willing and able to complete a variety of tasks and be willing to step up to ensure the success of the ELA Department, fellow teachers, and students.
 - Developing lesson plans and maintaining a Curriculum Document that includes:
 - A copy of lesson plans.
 - A copy of any unit plans utilized in class.
 - A copy of all worksheets (with reference numbers tied back to lesson plans) used in class.
 - A copy of all assessments used in class.
- Participate in the school's student support model where needed including:
 - Actively participating in weekly Student Support Team meetings.
 - Running small group and individual work during WIN blocks as needed.
 - Support the successful implementation of AVID strategies in the classrooms and complete AVID related trainings as needed.
- Assisting in regular staffing responsibilities as outlined in the Nativity Faculty Handbook and Nativity Employee Manual.
 - Such tasks include participating in one "late" day (i.e. end of academic day through end of after-school day) per week, assisting lunch and/or recess duties as needed.
 - Assisting with morning advisory and in emergency teaching needs, as such needs develop.
 - Attending and actively participating in weekly staff meetings.
 - Participating in staff orientation prior to the start of the school year and two annual two-day retreats.

- Participate in Summer Session orientation and Summer Session (July).
 - Summer Orientation Dates: July 1st-July 2nd: **July 1, 2026 is the start date for this role.**
 - Summer Session Dates: July 6th-July 24th
 - End of August Orientation Dates to be communicated by May 1st, 2026.
- Follow the annual Academic Calendar (to be forwarded to employees by June 2026), with participation in staff orientation prior to the start of school year.
- Assist the Principal with special projects as needed.
- Promote the school's diversity, equity, inclusion, and anti-racist work within the academic program, curriculum and day-to-day duties.
- Fulfill responsibilities as memorialized in the Nativity Employee Handbook.

Qualifications:

- At least two years of classroom experience, preferably in middle school.
- Massachusetts Department of Elementary and Secondary Education Certification in subject area, preferably in ELA.
- Openness to embracing and promoting the Ignatian mission and identity of Nativity School of Worcester.
- Must have an even disposition with a poised confidence and have the ability to work effectively and politely with people from different backgrounds, experience levels and in all types of situations. It is essential that the individual be courteous and flexible under stress.
- Must have cultural sensitivity and awareness of diversity, equity, and inclusion issues regarding the internal and external Nativity Worcester community.
- Must have demonstrated abilities to evaluate problems accurately and display good, sound, and confidential judgment. Must maintain a professional, caring, and conscientious demeanor at all times.
- Proficiency with the Spanish language preferred but not required.
- Citizenship, residency or work VISA in the United States required.

The start for this role is July 1, 2026. To be considered for the role, you must be able to attend the school's July 1 and 2 orientation, and the school's July summer session.

Compensation: See the Teach Salary Schedule below. Nativity offers competitive benefits including medical, vision, and dental insurance, retirement matching and tuition reimbursement.

TO APPLY

Submit a cover letter and résumé to careers@nativityworchester.org.

Nativity School of Worcester is an equal opportunity employer, and we welcome and encourage applications from those who contribute to our diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, mental, or physical disability, age, sexual orientation, gender identity, national origin, familial status, veteran status, or genetic information. Nativity School of Worcester is committed to a diverse and inclusive environment; we welcome a broad spectrum of candidates, and particularly invite applications from diverse backgrounds and life experiences (e.g. gender, ethnicity/race, and other individuals who are under-represented in the profession). Candidates who have worked with a diverse range of individuals and who can contribute to our mission of inclusivity are encouraged to identify their experiences and interests in their cover letter.

To learn more about Nativity School of Worcester visit www.nativityworchester.org

Salary Schedule

The following salary schedule applies to all salaried, teaching positions at Nativity School of Worcester. Salaries are determined based on years of teaching experience, including the Fellowship Program at Nativity Worcester and similar volunteer teaching programs such as Teach For America, City Year, etc., and the level of education (i.e. Master's in Education) and licensure earned at the time of hire.

2026-2027 Teaching Salary Schedule			
Years of Teaching	Bachelor's Degree	Master's in Education	Master's in Education and Teaching License and/or +15 Credits
1	\$ 51,170	\$ 53,676	\$ 54,902
2	\$ 52,890	\$ 55,241	\$ 56,548
3	\$ 54,476	\$ 57,003	\$ 58,245
4	\$ 56,110	\$ 58,604	\$ 59,992
5	\$ 57,793	\$ 60,361	\$ 61,793
6	\$ 59,527	\$ 62,171	\$ 63,646
7	\$ 61,313	\$ 64,034	\$ 65,556
8	\$ 63,153	\$ 65,955	\$ 67,522
9	\$ 65,049	\$ 67,934	\$ 69,548
10	\$ 66,999	\$ 69,972	\$ 71,634
11	\$ 67,669	\$ 72,070	\$ 73,783
12	\$ 68,345	\$ 74,233	\$ 75,997
13	\$ 69,029	\$ 76,460	\$ 78,277
14	\$ 69,719	\$ 78,753	\$ 80,624
15+	\$ 70,961	\$ 80,927	\$ 82,384