



**Pinewood Preparatory School** (Summerville, SC) seeks a new  
**High School English Teacher**

Interested candidates should contact

**Babette Hamilton, Assistant Head of School/Head of High School**  
**bhamilton@pinewoodprep.com**

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**The Opportunity:**

The High School English Teacher will teach high school English courses. The candidate for this position will be expected to design and maintain a classroom environment favorable to students' academic and personal growth and to establish effective rapport with students while maintaining proper classroom management.

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**Responsibilities & Duties:**

- Teach high school English courses (Intro to Literature, British Literature, American Literature, or World Literature), incorporating various instructional and assessment techniques.
  - Diversify curriculum and differentiate instructional strategies for various academic levels.
  - Prepare novel and collection based units that focus on the core skills of critical reading, critical thinking, and informed writing.
  - Instruct students on literary analysis (including research skills like source analysis and citing evidence) in all modes of discourse with special attention to the original rhetorical situation and current relevance.
  - Create a classroom environment that actively engages students and is developmentally appropriate for the age, maturity, and interests of the students.
  - Establish and maintain standards of student behavior per school guidelines.
  - Serve as Yearbook coordinator.
  - Perform other related duties as directed by the Head of School, Head of High School, Head of Middle School, and Head of the English Department.
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**Core Qualifications and Credentials:**

- Bachelor's or Master's degree in High School English Education, or closely related field.
- Experience teaching in an independent school environment is preferable, but not required.

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**Key Qualities of a Successful Candidate:**

- Dedicated to and a passion for teaching high school students.
- Willingness to work in a positive partnership with parents.
- Collegial and eager to collaborate with faculty members within and across disciplines.
- Exemplary verbal and written communication skills.
- Genuine concern for individual student growth and success.

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**To Apply**

Qualified candidates who are interested in applying should submit the following materials electronically as separate documents (preferably PDFs) **in one email**:

- A one-page cover letter expressing interest in this position and educational philosophy
- A current resumé
- A list of three to five professional references with name, phone number, and email address (references will be contacted only with prior candidate approval)

All materials should be sent in one email to:

Mrs. Babette Hamilton, Assistant Head of School/Head of High School at  
[bhamilton@pinewoodprep.com](mailto:bhamilton@pinewoodprep.com)

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The School embraces a doctrine of fairness and nondiscrimination in its employment processes and every aspect of school life. Pinewood is an Equal Employment Opportunity/Drug-Free Work-Place and is committed to building a diverse community dedicated to the individual academic, social, and emotional needs of every student. The School seeks passionate professionals with teaching experience in their field, who are willing to work hard and to share in the full life of the school, both in the classroom and beyond.