



## **Upper School IB Biology Teacher - Long Term Substitute Position for Fall 2026**

Carrollwood Day School is seeking a Long Term Substitute Teacher for an Upper School Biology position. This is a temporary position that will begin the first week of August, and is expected to last about 10 weeks. The ideal candidate will be experienced and confident teaching Biology at the high school level.

Carrollwood Day School (<http://www.carrollwooddayschool.org>) is an innovative International Baccalaureate (IB) independent school located in North Tampa, FL. Since the inception of CDS in 1982, we have prided ourselves on being a community of learners. We have grown from a preschool into a comprehensive program serving more than 1200 students from age two through 12th grade. Carrollwood Day School stands out as a leader in its commitment to educate the whole child and is recognized nationally for its academic excellence and its school-wide emphasis on character development. Outside the classroom, our students are engaged in a multitude of athletics, arts, and extra-curricular programs. In short, we have PATRIOT PRIDE in everything we do at CDS.

The vision of Carrollwood Day School is to build a community prepared and inspired to better the world. As an IB World School, we cultivate principled entrepreneurial thinkers for a global society by enriching the mind, strengthening the character, and inspiring the passions of our community.

Carrollwood Day School embraces and celebrates the rich diversity of our students, employees, and families from all backgrounds. As an International Baccalaureate continuum school, CDS strives to create a supportive and inclusive learning environment where each person is valued. We work to intentionally develop cross-cultural competency and appreciation of differences within all constituents. We value the influence of a wide range of experiences and perspectives in our classrooms, relationships, and interactions as we prepare our students to contribute to a diverse and interconnected world.

Carrollwood Day School is one of only 36 independent schools in the United States to offer the full curriculum/continuum of IB programmes from early childhood through college prep (PYP, MYP, and DP). In 2019, CDS was honored to become one of only 15 U.S. schools to earn membership in the Cum Laude Society and also offer an International Baccalaureate education. In 2022, CDS was welcomed into the prestigious Round Square organization. In 2023, CDS was awarded the Florida and National School of Character Designation for the second time.

Understanding that a team of talented, supported, and growth-minded teachers is what leads to student success, the first pillar of our strategic plan is to become the destination school for exceptional educators in the Tampa Bay region. Want to join our team and better the world?

### **The Position of Upper School IB Biology Teacher:**

As a cooperative member of the Biology Department and Upper School team, develop and teach Upper School Biology to students from grades 9 through 12. Provide an educational atmosphere where students are inspired to fulfill their potential for intellectual and character growth.

### **Essential Job Responsibilities:**

- Support and advance the Mission of the School
- Teach 5 sections of Biology, ensuring that taught content and skills align with the expectations of a rich, college prep curriculum and the expectations of the IB MYP & DP programs

- Establish and maintain student behavior standards needed to achieve a positive classroom environment; demonstrate strong classroom management skills to maintain a respectful learning environment that ensures high levels of learning for all students, and to minimize distractions
- Model and foster a love of science and its application in real world situations
- Assess and document each student's performance/progress both formally and informally to meet the School's standards and provide consistent and regular feedback to students and their parents through the school's LMS, and report cards and comments
- Encourage students to think independently and to express original ideas
- Be a role model of integrity and professionalism
- Guide the learning process toward the achievement of curriculum goals and objectives as indicated by your supervisor
- Take and report attendance in accordance with school procedures
- Ensure that students are never left unattended or unsupervised
- Perform additional duties usually required of the absent teacher (e.g. lunchroom duty, etc.)
- Be prepared for and implement emergency evacuation and/or lockdown procedures as needed
- Be a team player; cheerfully participate in and/or assist with other duties and routines regularly part of a school environment
- Meet regular and timely attendance requirements
- Adhere to School policies as described in the Employee Handbook and other materials

**Qualifications, Skills, and Attributes Needed for Success:**

- Bachelor's Degree required, preferably in Biology or BioChemistry, or related field
- Successful science teaching at the upper/high school level is strongly preferred
- Experience with IB is preferred but not required
- Science fluency; the ability and willingness to teach biology subjects across the high school Biology curriculum from 9th Grade Biology through DP (or AP) Biology
- Strong understanding of the academic, social, and emotional development of teenagers
- Strong collaborative skills and eagerness to work with colleagues
- Proficiency in the Google suite of products (docs, sheets, drive, classroom, etc.)
- Effective verbal, written, and presentation communication skills
- A high degree of professionalism, collegiality, and personal conduct both in and outside of school
- Ability, willingness, and judgment to interact and communicate effectively and positively with all constituents in a school environment
- Comfortable with ambiguity and change inherent in a school environment; willingness to adapt and pivot as needed

CDS offers a competitive salary commensurate with background and experience.

Qualified candidates should send a resume/CV and a statement of interest to Stephen Higgins, Head of Upper School: [shiggins@cdspatriots.org](mailto:shiggins@cdspatriots.org).