



NMH Summer Session

2018 FACULTY/STAFF INFORMATION AND APPLICATION

NORTHFIELD MOUNT HERMON is an independent, coeducational boarding school in western Massachusetts, just south of the Vermont and New Hampshire state lines. The school is 1.5 hours north of Hartford, Connecticut, and two hours west of Boston, Massachusetts.

NMH School enrolls more than 600 students, while NMH Summer Session is intentionally smaller, averaging about 280 students. At least half of our students are from other countries—in the summer of 2017, 28 countries and 20 U.S. states were represented. Our summer faculty comes from NMH and other secondary schools and universities, and our summer interns come from more than 25 colleges and universities.

GOALS OF NORTHFIELD MOUNT HERMON SUMMER SESSION

Our primary goal is to join capable, motivated students with experienced, dedicated teachers and interns to enrich the educational and personal development of all. Through academic work, physical exercise, and social and cultural activities, the community discovers together the excitement and joy of learning and growing. Students may earn credit if they make arrangements with their school, although many come simply for enrichment.

NMH Summer Session has qualities that transcend individual academic pursuits. We are a warm, friendly community; we bring together students from all over the world; and we attempt, through our course offerings and the sharing of ideas among students from widely varied backgrounds, to heighten people's awareness of the global nature of the problems we face.

MASTER TEACHERS

Each summer, we hire experienced teachers (master teachers) and teaching interns to help us deliver the outstanding courses that set NMH Summer Session apart from other summer academic programs. Each master teacher takes charge of a morning major course while mentoring a teaching intern in the classroom. Under the direction of the master teacher, the intern helps plan the course, takes on daily teaching responsibilities, holds conferences and extra-help sessions with students, helps prepare tests and quizzes, and, in general, assists the master teacher with all aspects of the course. Interns are not asked merely to grade papers or do other support-level work, but rather work collaboratively with the master teacher to team-teach the course. Because of the importance of this mentoring partnership, master teacher applications are invited from professional educators with (ideally) at least five years of teaching experience. Boarding school experience is helpful, but not required.

Major classes meet Monday through Saturday mornings. Rising Scholars Program students take two 75-minute classes; College Prep Program students take one three-hour course or one 4.5-hour course (three hours six mornings plus 1.5 hours four afternoons per week).

In addition to full responsibility for major courses, master teacher duties also include assisting with library supervision (generally two or three evenings during the summer) and chaperoning student activities (generally two or three). Student activities are organized both on and off campus, with the specific offerings attempting to match the interests and talents of students and faculty.

NMH Summer Session appoints approximately 32 master teachers each summer. Salary is based on experience level and workload. Meals in the NMH dining hall are provided. Limited on-campus housing is available for master teachers coming from out of the area, although most live locally and, therefore, have their own housing.

Northfield Mount Hermon School is an Equal Opportunity Employer.

HOUSE DIRECTORS

House directors are responsible for providing oversight and supervision in the dormitories throughout the Summer Session. The role of house director includes, but is not limited to:

- managing all aspects of the dormitory
- supervising the dorm staff (teaching interns)
- holding regular dorm meetings
- knowing and enforcing the rules of NMH Summer Session
- serving as an advisor to a small group of students

House directors share the regular evening duty responsibilities with a dorm staff team of teaching interns. House directors need to provide a regular presence in the dorm throughout the Summer Session and be available to students and dorm staff even when not on duty.

NMH Summer Session appoints approximately seven house directors each summer. Salary depends on experience and dorm size, and housing and meals are provided.

OTHER POSITIONS

We also welcome applications for positions as Director of Student Activities, Director of Athletics, and librarians.

DATES FOR 2018 SUMMER SESSION

Sunday, June 24	House directors and interns start orientation
Thursday, June 28	Opening faculty meeting
Saturday, June 30	NMH Summer Session registration day: students arrive
Monday, July 2	Classes begin
Saturday, August 4	Students depart—final faculty/staff gathering
Sunday, August 5	Faculty and interns depart

APPLICATION DEADLINE AND PROCEDURES

Job offers are made on a rolling basis beginning in late December, as applications are received. Because there are a limited number of courses in each subject area, candidates should submit all materials as soon as possible in order to improve chances of a position being available in their areas of interest. (International applicants: please note that NMH Summer Session cannot issue J-1 work visas.)

SENDING APPLICATION MATERIALS

Application materials, including references, may be sent:

- by e-mail: summer_session@nmhschool.org
by fax: 413-498-3112
by mail: NMH Summer Session
One Lamplighter Way
Mount Hermon, Massachusetts 01354

If sending documents by e-mail or fax, please do not mail hard copies. In the interest of security of personal information, it is recommended that any sensitive information be faxed or mailed.

COURSE OFFERINGS FOR SUMMER 2018 (see website for course descriptions and most up-to-date list of courses)

COLLEGE PREP PROGRAM MAJOR COURSES (students entering grades 10-12) 8:30-11:30 AM

College Writing*	US History*	Algebra I*	Biology*
Academic Writing	Economics*	Geometry*	Chemistry*
Creative Writing	War in Film and Fiction	Algebra II*	Physics*
English as a Second Language	Psychology*	Precalculus*	Beginning Chinese

These () are credit courses and require additional sessions 1:30-3:00 pm.*

RISING SCHOLARS PROGRAM MAJOR COURSES (students entering grades 7-9)

<u>First Period—8:30-9:45 AM</u>	<u>Second Period—10:15-11:30 AM</u>	<u>Full Morning—8:30-11:30 AM</u>
Writing	Writing	English as a Second Language
Skills in Literature	The World of the Short Story	Writing and the Outdoors
Heroes and Villains	Medieval History	Beginning Chinese
Pre-Algebra	Beginning French	Algebra I (plus 1:30-3:00 PM)
Marine Biology	Beginning Latin	
Field Biology	Beginning Spanish	
Theater	Science Skills	
CSI NMH	Studio Art	
	Pre-Algebra	



NMH Summer Session

2018 FACULTY/STAFF APPLICATION FORM (please print)

I. PERSONAL INFORMATION

Name	
Present position (title and school)	
Number of years of teaching experience	
Undergraduate college or university	
Degree(s) received	
Graduate work	
Degree(s) received	
Home address (or box # if NMH faculty)	
Home telephone	()
Mobile/cell phone	()
E-mail address	<input type="checkbox"/> Work: <input type="checkbox"/> Personal: (Please check preferred email)

II. DESIRED RESPONSIBILITIES

Check the area(s) in which you wish to work.

[] Master teacher: list course titles below (*refer to our website for full list of course offerings*)

[] House director [] Librarian [] Director of Student Activities [] Director of Athletics

[] Other (*specify*) _____

APPLICANTS WHO HAVE NOT TAUGHT PREVIOUSLY AT NMH:

III. RESUME

Attach an up-to-date resume (if one has not already been sent).

IV. REFERENCES

Send two references commenting on your experience.

Northfield Mount Hermon School observes all federal and state laws and regulations related to discrimination in employment.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment.

An employer who violates this law shall be subject to criminal penalties and civil liability.