

# Ohio State University Office of Diversity and Inclusion

## Columbus Academy Diverse Faculty Fellows

### Position Description

#### **The School:**

Founded in 1911, Columbus Academy is a PreK-12 coeducational college preparatory day school of 1,075 students located on a 231-acre campus ten miles from downtown Columbus, Ohio. Student programs are organized into three divisions: Lower School (PreK-Grade 4), Middle School (Grades 5-8) and Upper School (Grades 9-12). The school offers a rigorous academic program as part of its mission to educate the whole child – mind, body and character. Columbus Academy faculty and staff members are expected to be continuous learners in their fields, to engage in caring and cooperative partnerships with colleagues and parents, to have a demonstrated commitment to the values of equity and inclusion, and to help each student reach his or her full potential.

#### **Mission:**

Columbus Academy enriches its academic tradition of excellence by valuing a broad diversity of students as it seeks to develop the complete person – mind, body and character. The school rewards rigorous effort and accomplishment; fosters compassion, respect and moral courage; and insists on integrity, fair play and community service. Academy strives to develop and sustain a community of thoughtful, responsible, capable and confident citizens eager to engage in a pluralistic and ever-changing world.

#### **Diversity Statement:**

Columbus Academy aspires to be an inclusive community where all differences consistent with the mission of the school are valued, respected and integrated into the education process.

#### **Position Description:**

Columbus Academy's Diverse Faculty Fellows program connects candidates of underrepresented communities with the opportunity to gain experience teaching at an independent school. A key virtue of the program is its flexibility, which allows the position to adapt to the Fellows' education, experience and goals. Fellows may work in the Lower, Middle or Upper School in any appropriate subject in order to gain exposure to the areas that best fit their background and interests. Possible responsibilities include teaching or co-teaching, coaching, working with music, art and drama departments or other extracurricular activities, participating on faculty committees, or leading student clubs. Candidates should be able to demonstrate a commitment to Diversity.

**Columbus Academy's Diverse Faculty Fellows** program was developed to increase the pool of applicants for employment at Columbus Academy and/or other area independent schools. A unique partnership between Columbus Academy and The Ohio State University Office of Diversity and Inclusion provides a rich resource of college graduates who may or may not have considered teaching at an independent school an option. Fellows who set specific learning goals will gain experience in select facets of the independent school experience in order to make informed decisions regarding careers in independent education. They will benefit from the experiences of veteran faculty mentors who will provide ongoing support, guidance and evaluation.

**This one-year paid position begins in late August 2012** and continues through early June 2013. Candidates must hold a bachelor's degree (or have earned one by June 2012) in any discipline. Candidates may be furthering graduate studies or deferring enrollment in post-graduate work. Certification is not required, and medical benefits will be available.

**Candidates must be able to manage the following conditions:** meet and work in a variety of locations around campus.

#### **Legal Requirements:**

All Columbus Academy employees must pass required criminal records checks.

*Columbus Academy believes strongly in the principles of diversity, equity and inclusion. We seek to identify and hire a greater number of faculties of color to serve as role models for all students. We strive to foster a diverse campus community that recognizes the value of all persons regardless of religion, race, ethnicity, gender, sexual orientation, disability or socio-economic background.*



# Columbus Academy

## Ohio State University Office of Diversity and Inclusion Columbus Academy Diverse Faculty Fellows Application

### Personal Information

<b>Name:</b> _____		
Last	First	Middle
<b>Major:</b> _____ <b>Minor:</b> _____		<b>Level of study and year:</b>
		<input type="checkbox"/> Undergraduate studies: _____
		<input type="checkbox"/> Graduate studies: _____

### Mailing Address

<b>Street address:</b> _____	
<b>City/ State:</b> _____	<b>Zip Code:</b> _____
<b>Telephone:</b> _____	<b>E-Mail:</b> _____

### Permanent Address (if different from mailing address)

<b>Street:</b> _____	
<b>City/State/Country:</b> _____	<b>Zip Code:</b> _____
<b>Telephone:</b> _____	<b>E-Mail:</b> _____

### Please check that your application is complete:

1)	This application form	<input type="checkbox"/>
2)	A résumé (C.V.)	<input type="checkbox"/>
3)	A two-page personal statement explaining your interest in the Fellowship, the skills, interests and experience you will bring to the organization during your Fellowship, and what you hope to accomplish during your Fellowship	<input type="checkbox"/>
4)	An official OSU transcript	<input type="checkbox"/>
5)	Two letters of recommendation	<input type="checkbox"/>
6)	Submit to: John Mackenzie, Headmaster, Columbus Academy, 4300 Cherry Bottom Road, Gahanna, OH, 43230. <b>Application should be postmarked no later than March 12, 2012.</b>	

### Initial in the spaces provided to confirm that you meet the eligibility criteria:

1)	I am a full-time OSU student in good standing with a minimum GPA of _____.	Initials _____
2)	My primary degree is in _____ or I am completing my degree in _____.	Initials _____
3)	I will have completed a minimum of _____ credits of _____ credit degree or _____ credits of a _____ credit degree PRIOR to the beginning of my Fellowship, or be enrolled in Graduate studies.	Initials _____

### Declaration

<b>I hereby declare that the information contained in this application is accurate and true.</b>	
<b>Signature:</b> _____	<b>Date:</b> _____