



Charlotte Lab School Hiring Procedures - Instructional Positions

The Charlotte Lab School Leadership Team believes that a diverse and highly effective teaching staff will be our greatest asset and the most significant factor in our success in terms of student achievement and student recruitment. It is our goal to attract and retain smart, passionate, innovative, and experienced teachers who truly believe in the Lab School mission, who reflect the diversity of our students and the greater Charlotte community, and who understand the unique responsibilities of being a Lab School teacher.

Therefore, with the 5 Core Values as our guide, we are looking for individuals who are, themselves:

- Real-World Thinkers: Educators who allow students to do and practice in a context that best mimics the application of that learning;
- Independent Thinkers: Educators who do whatever it takes to meet the needs of each and every student and provide opportunities for choice and self-directed learning;
- Global Thinkers: Educators who reflect the modern world and workplace, have experience working with diverse populations, believe in all students, provide students with opportunities to engage with the outside world, and teach students the skills that will enable them to communicate and collaborate with diverse groups of people;
- Reflective Thinkers: Educators who no longer focus on teaching a defined set of concepts, but rather emphasize the learning process and thinking skills that sustain ongoing learning and adapting, both for themselves and for their students; and
- Innovative Thinkers: Educators who have developed a habit of innovation – who constantly ask "why?" and "what if?" to keep school structures and learning relevant to students in a constantly changing world.

As a result, the Charlotte Lab School Hiring Committee has designed a process to ensure that potential staff members are these types of thinkers, and, therefore are the right fit for the school and community. As part of the process, each candidate will:

1. Submit a resume, a current list of references, and a cover letter that describes how his/her educational philosophy fits with the Charlotte Lab School mission and vision
2. Participate in a phone or in-person interview
3. Collaborate with other teachers in a group planning session
4. Provide a lesson plan followed by a model lesson or video of his/her teaching
5. Have a hiring conversation with the Head of School

Once a candidate advances through these steps, he/she will undergo a complete background check, drug-testing, fingerprinting, and a review of citizenship or eligible status.