



# CHAIR OF MODERN LANGUAGES DEPARTMENT

START DATE: July 1, 2026

## POSITION OVERVIEW

**HACKLEY SCHOOL** is seeking a Chair of Modern Languages, who will be responsible for overseeing all aspects of Hackley's modern languages curriculum (Spanish, French, Mandarin) and serving as a conduit for and champion of the study and teaching of modern languages for the Hackley community. The Chair of Modern Languages will supervise a staff of 11 full-time modern languages teachers who are responsible for instruction in grades 3-12, and ideally will teach three classes of Spanish Language in Middle and/or Upper School. The Chair sits on the School's Academic Committee, collaborates actively with the Division Directors of the Lower, Middle and Upper Schools, and reports to the Director of Academic Affairs.

## MISSION AND HISTORY

**HACKLEY SCHOOL** is a nonsectarian coeducational K-12 independent school located in Tarrytown, New York. Founded as a boarding school in 1899, Hackley enrolls approximately 860 students, including 25 five-day boarding students in grades 9-12.

Students experience joy in the classroom and make life-long connections with each other and with our dedicated faculty, 40% of whom reside on campus. Robust extracurricular programming on our 285-acre campus creates unique opportunities for each student to learn and grow beyond the boundaries of the school day. Hackley graduates have the knowledge and confidence to pursue their passions and the drive to make a difference.



*Hackley challenges students to grow in character, scholarship, and accomplishment, to offer unreserved effort, and to learn from the varying perspectives and backgrounds in our community and the world.*

# ROLE RESPONSIBILITIES

The Chair of Modern Language's responsibilities include:

- Supervise and evaluate a team of 11 full-time faculty in the creation and delivery of a dynamic and relevant Modern Language curriculum in the Lower, Middle and Upper Schools aligned with the ACTFL proficiency guidelines.
- Mentor departmental faculty and, in collaboration with administrators, shape their professional growth and learning.
- Lead the process for regular and ongoing curriculum review and revision, aligning content and learning objectives with the School's mission and goals.
- Demonstrate and model a deep understanding of second language instruction and effective pedagogical approaches.
- Teach up to three Middle and/or Upper School Spanish language classes.
- Engage the department in the development of extracurricular opportunities for students, such as regular language immersion trips, invited guest speakers and cultural/heritage celebrations.
- Contribute to Academic Committee discussions and efforts as appropriate.
- Manage the department budget.
- Partner with administrators to oversee the hiring of any Modern Languages teachers.
- Serve as an academic advisor in Middle or Upper School.

## HOW TO APPLY

Please complete the online application form available at this link: [APPLY NOW](#).

# QUALITIES AND SKILLS

The ideal candidate will possess:

- Relevant bachelor's and master's degree(s) and near-native fluency in one or more languages offered by the Modern Languages Department.
- At least five years of teaching experience.
- Strong evidence of academic leadership experience, deep understanding of curriculum development in second language acquisition across multiple grade levels.
- A commitment to the academic success, social well-being, and emotional growth of students of all levels and abilities.
- Proven ability to work with colleagues across departments, divisions and languages in good humor, collaborating patiently with positive intent.
- Demonstrated ability to invest and grow in a school community beyond the academic day.

## SALARY AND BENEFITS

The current salary range for this 10-month faculty position is \$76,226–\$116,239, based on years of experience as published in Hackley's faculty salary stage scale.

Hackley School offers a comprehensive benefits package that includes a medical, dental and vision package; sick and vacation time; life insurance, AD&D and long-term disability insurance; flexible spending or health savings account; tuition remission; and the possibility of on-campus housing.