



Mission Basilica School
31641 El Camino Real San Juan Capistrano, CA 92675

Middle School Science/ Homeroom Teacher

It is a condition of employment that all employees conduct themselves in a manner that is compatible with and supportive of the teachings and mission of the Roman Catholic Church and the Diocese of Orange, including being respectful of the faith expressions of Catholicism.

Reports to

Position reports directly to the Principal.

Responsibilities

- Demonstrate a commitment to professional growth and ethical standards to advance the charism, philosophy, mission, vision, and goals of the school.
- Cultivate a classroom atmosphere conducive to learning.
- Teach assigned subjects.
- Demonstrate appropriate use of instructional technology and other educational tools to enhance and extend instruction.
- Maintain classroom management.
- Organize and prepare resources for students.
- Assist students as needed.
- May be required to assist with AM and PM traffic duties as well as monitoring of student lunch and recess.
- Communicate professionally and in a timely manner with parents.
- Plan instruction carefully and implement effectively.
- Collaborate with peers to enhance the work environment and support instructional planning.
- Maintain confidentiality regarding school matters.
- Help school with adjunct duties as needed.
- Adhere to the policies and procedures of the Diocesan Employee Handbook and the Mission Basilica School Staff General Policies Handbook.

Qualifications

All candidates must demonstrate the following qualifications:

- A valid California Clear Teaching Credential or state-issued equivalent in the area of science.
- Valid certification for Basic First Aid and CPR.
- A minimum of four years of teaching experience in a middle school or high school setting.
- A Catholic in good standing with the Roman Catholic Church (preferred).
- A strong set of interpersonal, verbal communication and written communication skills with a history of working collaboratively with others in a school setting.



- A strong command of digital skills including use of *Google* applications, *Outlook*, *Canvas*, etc.
- A willingness to employ new technologies in an integrated and authentic manner that places students at the center of meaning-making and problem-solving in the classroom.
- A commitment to social justice and critical pedagogy that recognizes the unique gifts and talents of each learner.
- A flexible demeanor and willingness to adapt to school schedule changes, special events, and celebrations that help foster the school's mission of teaching to the whole child.
- A perspective of Catholic education as a ministry, not just a job.

Position Status

- This is a salaried/exempt 10-month teaching position.

Application Procedure

If you wish to be considered for this position, please first complete the Diocese of Orange Teacher Employment Application through the Office of Faith Formation. Application directions, the application form, the recommendation forms, and the teacher application requirements are available on the Diocese of Orange website at www.rcbo.org.

Once the application process through the Diocese of Orange is complete, please mail or email your resume and cover letter to Mrs. Alycia Beresford at aberesford@mbssjc.org.

Application Deadline

Until the position is filled.