



# La Purisima & St. Anne Catholic Schools- Job Description

**POSITION TITLE:** Middle School Teacher

**STATUS:** 10 Month Non-exempt

**SUPERVISING AGENT:** La Purisima and St. Anne Principals

**Job Goal:** To provide for the formation of the whole child: spiritually, morally, physically, emotionally, and academically. To help the children become disciples of our Church and confident, responsible and creative leaders of the community. To instruct the students in an atmosphere of cooperation that respects individual differences and cultural traditions. Through a Christ-centered program, provide opportunities for the students to acquire the skills needed to meet the demands of the present times, while preparing them for the challenges of tomorrow.

## Math Teacher Performance Responsibilities:

- A. Plan and deliver high-quality math instruction to students in accordance with school curriculum standards and guidelines.
- B. Develop and implement creative and engaging lesson plans that cater to the diverse learning needs and styles of students.
- C. Utilize a variety of instructional strategies and resources to enhance student learning and promote critical thinking and problem-solving skills.
- D. Assess student progress and understanding through ongoing formative and summative assessments, and provide timely and constructive feedback to students and parents.
- E. Collaborate with colleagues to develop interdisciplinary units and projects that integrate math concepts with other subject areas.
- F. Maintain accurate and up-to-date records of student attendance, grades, and performance, and communicate regularly with parents and guardians about student progress.
- G. Foster a positive and inclusive classroom environment that promotes respect, collaboration, and a love of learning.
- H. Participate in professional development opportunities and collaborate with colleagues to continuously improve instructional practices and student outcomes.
- I. Stay informed about current trends and best practices in math education, and incorporate innovative and effective teaching strategies into instruction.
- J. Travel between La Purisima and St. Anne Catholic Schools

## Qualifications:

- Bachelor's degree in Mathematics, Education, or a related field (Master's degree preferred)
- Valid teaching credential or certification in Mathematics
- Previous experience teaching math at the middle school level
- Strong knowledge of math curriculum standards and instructional best practices
- Excellent communication and interpersonal skills
- Ability to differentiate instruction to meet the needs of diverse learners
- Commitment to fostering a positive and inclusive classroom environment
- Dedication to ongoing professional growth and development

## **General Teacher Performance Responsibilities:**

- A. Support school goals and participate in school programs and activities that promote a Catholic educational environment
- B. Plan a program of study consistent with curriculum guidelines that, as much as possible, meets the individual needs, interests, and abilities of students
- C. Guide the learning process toward achievement of identified curriculum goals and establish clear objectives for lessons, units, projects, and activities that are in harmony with those goals
- D. Choose teaching styles and instructional methods and materials that are most appropriate to meet student needs and identified objectives
- E. Assess the accomplishments of students on a regular basis and communicate assessments as required to students, parents, and the administration
- F. Identify, on a tentative basis, students with special learning challenges, making appropriate referrals when necessary
- G. Create and maintain a classroom environment that fosters positive student learning consistent with school expectations for orderliness, freedom of expression, and respect for others
- H. Counsel and confer with colleagues, students, parents, and administration on a regular basis
- I. Assist the administration in implementing Diocesan and school policies and rules governing student life and conduct, and governing both in-class and out-of-class student supervision
- J. Cooperate with Diocesan and school efforts to maintain and improve professional and catechetical competence
- K. Attend staff meetings, serve on faculty committees, and participate in after-school activities as required
- L. Workable knowledge of technology: Google, chromebooks, etc.