



Tech/Library Position 2024-2025 School Year

Mission Statement

The mission of Saints Simon & Jude Catholic School is to instill in our students personal excellence, academic proficiency, and Gospel values within an active parish-centered community extending to the community at large.

Qualifications

The ideal candidate is a dynamic, passionate, and well-versed educator with experience in diverse classrooms. Candidates should be team players, able to collaborate easily with colleagues and passionate about teaching and their field of discipline. Strong organizational and class management skills needed as well as the ability to communicate regularly and effectively with all stakeholders including parents, other colleagues, administration and students. The successful candidate must demonstrate up-to-date knowledge of the content area and be able to engage students using a wide variety of teaching strategies, updating FACTS weekly, communicating with parents, and educating the whole child – mind and spirit. Candidate must be highly skilled at planning, organizing, and developing curriculum to reach the needs of all learners.

Major Duties and Responsibilities

- Comfortable working in and supportive of faith-based education
- Provides individual and small group instruction in order to adapt the curriculum to the needs of each student
- Creates effective assessments that track and ensure student learning
- Creates and maintains a safe and orderly classroom environment in which students can learn and enjoy learning
- Identifies student needs, and cooperates with other professional staff members in assessing and helping students solve health, attitude and learning problems
- Regularly communicates with parents and school counselors on the individual student's progress
- Supervises students in out-of-classroom activities during the assigned working day
- Using a wide- array of formative and summative assessments
- Weekly Gradebook Update
- Preferred knowledge of Google Suite (Google Drive, Google Classroom, etc.)
- Prior experience with a LMS such as PowerSchool.

MINIMUM QUALIFICATIONS:

- Education: Bachelor's degree in similar course of study
- Experience: At least three years of experience as a teacher in the subject area

DESIRED QUALIFICATIONS:

- Master Degree
- Credential: General Secondary or Single Subject

APPLICATION PROCESS

- Please send current resume with cover letter to: Brett Minter, Principal (bminter@ssjschool.org)
- All elementary school teacher applicants must submit their application to the Department of Catholic Schools. Copy Nanci De la Rosa-Ricco (nricco@rcbo.org) on the email to the school.
- Upon receipt of the email, elementary school teacher application guidelines and forms will be forwarded to the applicant.