

## **ELEMENTARY TEACHER**

**The Catholic Schools in the Diocese of Orange operate as ministries of their respective parishes. Their mission is to partner with parents, the primary educators of their children, to provide a Catholic Christ-centered, academically excellent, and safe school environment where all children can achieve their God-given potential and make a positive difference in the world.**

The teacher will be responsible for the instructional program, general operations, and management of the assigned classes or programming at any level in grades K-5. The teacher will establish a faith-filled environment, demonstrate knowledge of content, facilitate learning for all students following the prescribed curriculum, model Gospel values, be a contributing member of a professional learning community, and participate in all required duties assigned. Primary responsibility shall include student safety, discipline, and social/emotional well-being.

St. Joachim School's curriculum is rooted in the Catholic Faith therefore, preferred candidates should be practicing Catholics who live out their faith in words and deeds. Applicants need to be motivated by student growth and focused on student learning. Teaching styles should be engaging, dynamic, and diversified. Experience with data-driven instruction and planning is desired. Creative use of technology and adaptive software in the classroom is a plus.

The teacher is accountable to the principal and is expected to provide education to the grade and/or subjects assigned, implement the school mission and philosophy, follow the policies of the Diocese of Orange and in the employee and school handbook of St. Joachim School, and to adhere to the directives set forth by the school administration.

### **Duties and responsibilities will include, but are not limited to, the following:**

- Plan and implement the educational program for any grade K-5 in accordance with the goals, policies, procedures, philosophy, and curriculum of the school
- Teach Family Life and communicate with families regarding lessons and projects
- Demonstrate strong classroom management skills.
- Creating, engaging, and supporting an effective Catholic environment where all students can and will learn, including differentiation and classroom management.
- Responsible for using data/evidence-based instructional strategies to plan, implement, and assess all components of the curriculum.
- Demonstrate a record of success working with students and be a team player with colleagues, grade-level teachers, and staff.
- Understand and organize subject matter for student learning.
- Well-organized, highly energetic, and deeply caring.
- Ability to plan and implement a rigorous academic curriculum in line with Common Core and Diocesan standards.
- Willingness to collaborate with parents/families.
- Communicate professionally with staff and administration regularly, especially to share plans, projects, and information.
- Other responsibilities as designated by the principal.

**Qualifications:**

- Practicing Catholic preferred
- Diocesan religious certification or willingness to obtain certification
- Teaching credential/certification required
- Previous teaching experience is preferred

**Preferred Skills:**

- Experience integrating educational technology seamlessly into daily instruction to support instruction and learning.
- Strong knowledge of relevant curriculum, data-driven instruction, and curriculum mapping.
- Strong interpersonal, collaborative, organizational, and administrative skills.
- Complies with guidelines established for CPR and first aid training.

**Education:**

- Bachelor's degree with preliminary/clear multiple subject or single subject credential
- Master's degree desired

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environment:** Work is performed primarily in a standard classroom setting.

**Physical:** Primary functions require sufficient physical ability and mobility to work in a classroom setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

**Vision:** See in the normal visual range with or without correction

**Hearing:** Hear in the normal audio range with or without correction

**Hours:** Ten months, Salary Exempt employee; Required to be on campus 7:30 am–3:30 pm Monday through Friday

**Reports to:** Principal

**Salary:**

Appropriate level on the Diocesan Teacher Salary schedule based on experience and qualifications.

**Application Procedure:**

Interested candidates should email your resume and cover letter to:

Kelly Botto - Principal

[kbotto@saintjoachimschool.org](mailto:kbotto@saintjoachimschool.org)

To expedite the Diocesan Application process, please copy Nanci De la Rosa-Ricco, Executive Assistant to the Superintendent ([nricco@rcbo.org](mailto:nricco@rcbo.org)).