**Teacher job description**

**Job brief**

To plan, organize and implement an appropriate instructional program in an elementary or secondary learning environment that guides and encourages students to develop and fulfill their academic potential. Work is performed under the supervision of the principal.

**Responsibilities**

Experience teaching young children and have a solid understanding of child development

• Ability to develop and deliver curriculum, reflect on student learning and iterate lessons

• Strong interpersonal and collaboration skills with the ability to communicate effectively and respectfully with all constituents

• Excellent verbal and written communication skills are required

• Committed to professional learning and growth

• Demonstrated professional behavior, including discretion, judgment and integrity

• Effectively interacts with a diverse population of students, families and faculty

• Invests in the life of the school by participating in collaborative planning sessions, weekly staff meetings and any multidisciplinary team meetings

• Administer standardized ability and achievement tests, and interpret results to determine student strengths and areas of need.

• Supervise, evaluate, and plan assignments for teacher assistants and volunteers.

• Select, store, order, issue, and inventory classroom equipment, materials, and supplies.

• Provide disabled students with assistive devices, supportive technology, and assistance accessing facilities such as restrooms.

**Requirements**

* Bachelor’s degree
* Meets the minimum requirements for teaching field
* Knowledge, abilities, and skills:
* Knowledge of the basic teachings of the Catholic Church
* Knowledge of subjects taught, instructional methods/strategies, and curriculum differentiation
* Knowledge of child development, learning, and behavior
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* Able to manage student behavior in classroom setting
* Able to communicate effectively in both written and verbal form
* Able to work well with others in the school community
* Skill in handling multiple tasks simultaneously
* Skill in pacing and differentiating instruction
* Skill in motivating and engaging students in the learning process
* Skill in organizing and relating information in an understandable format
* Skill in job appropriate technology
* Skill in critical thinking and planning