



St. Junipero Serra Catholic School  
23652 Antonio Parkway  
Rancho Santa Margarita, CA 92688

## ❖ Creativity Lab Teacher

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*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, Upper School (Grade 5 – 8).

### **Responsibilities**

Responsibilities will include, but are not limited to, the following:

- The daily running of the Creativity Lab for students in Grades 5 - 8.
- Supervise Serra Vision crew and produce daily school broadcasts.
- Maintain and inventory Creativity Lab materials.
- Schedule Creativity Lab time for students and teachers.
- Design all lesson plans for Creativity Lab for students in Grades 5 – 8.
- Collaborate with Science teachers in Grades 5 – 8 to design lesson that correlate to grade level standards and align with classroom lessons.
- Provide Creativity Lab professional development for staff, instructional assistants and teachers.
- Provide after school program opportunities for students in the Creativity Lab.
- Provide opportunities for students in the Creativity Lab during Grades 5 – 8 lunch.
- Be an active member of the school curriculum team.
- Plan and participate in the school's annual Family STEAM Night.
- Demonstrate a commitment to professional growth and ethical standards to advance the charism, philosophy, mission, vision, and goals, of the school.
- Demonstrate appropriate use of instructional technology and other educational tools to enhance and extend instruction.
- Adhere to the policies and procedures of the Diocesan Employee Handbook and the St. Junipero Serra Catholic School Staff General Policies Handbook.

### **Qualifications**

- A valid California Clear Teaching Credential.
- Two to three-year technology classroom teaching experience.
- Demonstrate the ability to integrate technology effectively in the classroom.
- Ongoing Creativity Lab facilitator training
- Effective peer communication skills.

### **Position Status**

Position is a benefit-eligible, exempt 10-month teaching position.

### **Application Procedure**

If you wish to be considered for this position at this time, please send or email your resume/letter to Mrs. Julie Radzai, Principal, Upper School at [jradzai@serraschool.org](mailto:jradzai@serraschool.org).