



La Purisima Catholic School - Job Description

POSITION TITLE: Middle School Teacher

STATUS: 10 Month Non-exempt

SUPERVISING AGENT: Principal

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.

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.