

Substitute Teacher

St. Cecilia Catholic School
1311 SE Sycamore
Tustin, CA

Hourly Rate: \$20/hour; \$25/hour long term (30+ consecutive days).
Grade Levels: PS-8

Job Summary:

St. Cecilia School, a vibrant and nurturing Catholic school dedicated to providing a holistic education grounded in faith and academic excellence, is seeking a dedicated and flexible Substitute Teacher. This position is crucial in ensuring that our students continue to receive high-quality education and maintain a consistent learning environment in the absence of their regular classroom teachers.

Key Responsibilities:

- **Classroom Management:** Maintain a positive and orderly classroom environment.
- **Instruction:** Deliver lesson plans provided by the regular teacher, ensuring that educational goals and objectives are met. Adapt lessons as needed to accommodate various learning styles and abilities.
- **Student Engagement:** Foster an engaging and supportive atmosphere that encourages student participation and learning. Address student needs and questions effectively.
- **Faith Integration:** Incorporate Catholic values and teachings into daily activities and instruction as appropriate. Promote a respectful and inclusive environment aligned with the school's mission.
- **Communication:** Collaborate with school staff, including administrators and support personnel, to ensure a smooth transition and continuity of instruction. Communicate effectively with students, parents, and colleagues.
- **Record Keeping:** Take attendance, manage student records, and follow the regular teacher's instructions regarding grading and assessments as needed.
- **Emergency Procedures:** Follow all emergency protocols and procedures as outlined by the school, ensuring student safety at all times.

Qualifications:

- Education: Bachelor's degree in Education or a related field preferred. Certification in Elementary Education is a plus.
- Experience: Previous teaching or classroom experience is preferred, but not required. Experience working in a Catholic school environment is a plus.
- Skills: Strong classroom management and organizational skills. Ability to adapt lesson plans and teaching strategies to meet diverse student needs.
- Interpersonal Skills: Excellent communication and interpersonal skills. Ability to work collaboratively with students, parents, and staff.
- Faith Alignment: Commitment to upholding the values and teachings of the Catholic Church. Active participation in or understanding of Catholic faith practices is preferred.
- Flexibility: Ability to work on short notice and adapt to different classroom settings and grade levels.

Application Process:

Interested candidates should submit a resume, cover letter, and references to:
Jessica Deuschel- jdeutschel@stceciliak8.org

Join our dedicated team at St. Cecilia School and contribute to our mission of providing a faith-filled, academically enriching environment for our students!