

**JOB TITLE:** Classroom Teacher

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Cooperating and working in close collaboration with the administrative staff, with other school personnel, and with parents to accomplish effectively the goals set by the school.
- Fulfilling contractual obligations and observing all other school and Archdiocesan policies.
- Preparing for effective instruction by actively participating in the development of long-range course objectives and by conscientiously planning daily activities consistent with long-range course objectives.
- Working cooperatively under the leadership of the principal/asst. principal in developing instructional programs within the curriculum guidelines of Archdiocese.
- Implementing interesting and varied approaches in instructional programs.
- Demonstrating the ability to use varied teaching methods to address the different learning styles of students.
- Implementing the use of technology into the curriculum.
- Demonstrating an awareness of individual differences among students by providing challenging and appropriate learning activities.
- Observing his/her students in various kinds of activities in order to assess factors that would hinder the academic progress of each individual student.
- Demonstrating the ability to use varied on going assessment techniques to accurately assess individual student achievement.
- Engaging in programs of religious and professional growth.
- Engaging in programs/activities to enhance their personal professional growth and development.
- Other duties as may be assigned.

**QUALIFICATIONS:**

- Bachelor's degree required
- STEM experience preferred
- Familiar with Engage NY Mathematics Curriculum
- Must be Massachusetts State Certified and Licensed for education
- Familiar with and confident in implementing the Massachusetts Common Core Curriculum Frameworks
- Proficient with technology including but not limited to: educational software, electronic report cards, etc. Additionally, knowledge of various hardware devices is preferable.
- Well organized, able to multi-task and effectively work in a busy, changing environment.
- Able to handle confidential, sensitive, timely and critical matters requiring good judgment, tact, respect, and discretion.
- Ability to communicate effectively through e-mail and/or telephone.
- Strong service orientation.
- Willingness to support the mission and vision of Sacred Heart STEM School.

Interested candidates please email Kathleen Cody, Director of Curriculum/Instruction, at mail to: <mailto:kcody@sacredheart-boston.org>