



## ***Part-Time School Science Specialist Teacher*** **Saint Brigid Catholic School**

**Supervisor: Principal**

**Status: Part-Time, 9 hours/week**

St. Brigid School teaches students from kindergarten through 8th grade. Students receive a well-rounded education to prepare them for the rigors of high school and beyond. Saint Brigid School is seeking a certified part-time specialist who will teach K-5th-grade science while supporting the mission of St. Brigid School and the Saginaw Diocese.

### **GENERAL DESCRIPTION**

- Encourage students to be curious and have a sense of wonder for the natural world
- Encourage scientific communication about the world around them
- Collaborate with teachers to develop science lessons that coincide with the homeroom teacher's lessons
- Collaborate with parents to make academic modifications as necessary
- Integrate Catholic beliefs into science

### **ESSENTIAL DUTIES & RESPONSIBILITIES**

- Creatively use technology and hands-on experiences in classroom instruction.
- Differentiate instruction to meet the needs of all the students.
- Plan instruction and assessment following the school curriculum guidelines.
- Successfully manage students in a Catholic manner and environment.
- Effectively communicate with students, parents, and staff members.
- Maintain all records and reports per school policies.

### **III. ACCOUNTABILITY & COLLABORATIVE RELATIONSHIPS**

- Reports to the school principal
- Works collaboratively with other school teachers

### **IV. WORKING CONDITIONS**

- Work is performed primarily in a classroom setting.
- Employee is required to do planning, grading, and lessons for one class/week for K-5th.
- While performing the duties of this job, the employee is required to stand, walk, talk, reach, sit, and hear.
- The employee may be required to lift up to 15 lbs.
- Some evening and weekend work may be necessary.

## V. QUALIFICATIONS & SKILLS

- *K-5 Teaching Certification Preferred but not required*
- *Experience with children a must*
- *A science background is required*
- *Regular, reliable attendance is required for this position*

## ADDITIONAL REQUIREMENTS

- Attend the Diocese of Saginaw Safe Environment training for new hired employees within the first 30 days of hire.
- Successful completion of criminal background check.
- Must be fingerprinted.
- Must have positive references or recommendations.
- Additional skills testing and validation may be required.

## JOB DESCRIPTION REVIEW AND ACCEPTANCE

I understand this job description and its requirements. I understand that this is not an exclusive list of the job functions and that I am expected to complete all duties as assigned. I understand that management may alter the job functions without notice. I understand that this job description does not constitute an employment agreement and that I am an at-will employee.

## SIGNATURES

- ***Supervisor's signature indicates assignment of duties, line of supervision***
- ***Employee's signature, after hire, indicates acceptance of duties and supervision***

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_