



## **Saint Brigid Catholic School Part-Time Middle School Science Teacher Job Description**

**Title:** Middle School Science Teacher

**Supervisor:** Principal

**Status:** Part-Time, 11 hours per week (8 hours instruction + 3 planning)

### **I. GENERAL DESCRIPTION**

- *Encourage students to be curious and have a sense of wonder for the natural world*
- *Help middle school students to understand scientific phenomena* ●
- *Encourage scientific communication about the world around them* ●
- *Collaborate with parents to make academic modifications as necessary* ●
- *Integrate Catholic beliefs into science*

### **II. ESSENTIAL DUTIES AND 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 in accordance with 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 in accordance with school policies.*

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

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

#### **IV. WORKING CONDITIONS**

- *Applicants must have a valid State of Michigan teaching certificate. Catechetical certification and participation in the VIRTUS program will be required of anyone who is hired. Applicants should be a practicing Catholic.*

Work is performed primarily in a classroom setting. The employee is required to do planning, grading and lessons for one subject each of grades 6-7 science and 8<sup>th</sup> grade science. Middle School is on a block schedule so classes are Monday, Wednesday and Thursday only. 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**

- *All teachers in the Catholic Schools in the Diocese of Saginaw shall be certified and / or approved for teaching by the Department of Education for the State of Michigan. All teachers are required to hold the appropriate endorsement for the subject(s) they are assigned to teach.*
  1. *Hold a current State of Michigan teaching certificate that is appropriate for a 6<sup>th</sup>-8<sup>th</sup> grade science teaching position.*
- *Applicant should be a practicing Catholic as integration of faith into science is an expectation*
- *Regular, reliable attendance is required for this position*

#### **ADDITIONAL REQUIREMENTS**

- *Attend the Diocese of Saginaw Safe Environment training for new hire employees within the first 30 days of hire.*
- *Successful completion of criminal background check; pre-employment physical and drug screening may also be required. Additional skills testing and validation may also be required.*
- *Practicing Catholic preferred or, an individual who possesses a basic understanding of the teaching and traditions of the Roman Catholic Church and has a sound working knowledge of the Catholic faith and Church hierarchy.*

**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 the job functions may be altered by management without notice. I understand that this job description in no way constitutes an employment agreement and that I am an at-will employee.

**SIGNATURES**

- *Supervisor, to indicate assignment of duties, line of supervision* •  
*Employee, after hire, to indicate acceptance of duties and supervision*

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

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