

Elementary Teacher

Manistee Catholic Central School in Manistee, MI is seeking to hire a qualified, committed Elementary Teacher to complement our qualified workforce of educators. The teacher will be expected to prepare and implement a full educational teaching plan according to the school's requirements, including Catholic Identity. The teacher will be fundamental to provide knowledge and instruction to students while also helping them develop their personalities and skills. The ideal candidate will be passionate for the job with an ability to reach out to students and create a relationship of mutual trust. They will know how to organize a class and make learning an easy and meaningful process. The goal is to help cultivate the students' interest in education and to teach the whole child. The elementary teacher performs all duties and responsibilities in alignment with the mission, vision, and values of the Catholic Diocese of Gaylord.

Responsibilities

- Present lessons in a comprehensive manner and use visual/audio means to facilitate learning
- Provide individualized instruction to each student by promoting interactive learning
- Create and distribute educational content (notes, summaries, assignments etc.)
- Write and document lesson plans and quarterly maps reflecting the standards being taught in class
- Assess and record students' progress and provide grades and feedback
- Maintain a tidy and orderly classroom
- Collaborate with other teachers, parents and stakeholders and participate in regular meetings
- Plan and execute educational in-class and outdoor activities and events
- Observe and understand students' behavior and psyche and report suspicions of neglect, abuse etc.
- Develop and enrich professional skills and knowledge by attending seminars, conferences etc.

Qualifications

- Proven experience as a teacher
- Thorough knowledge of teaching best practices and legal educational guidelines
- A willingness to follow the school's policies and procedures
- Excellent communicability and interpersonal skills
- Well-organized and committed
- Creative and energetic
- Strong moral values and discipline
- Knowledge of and certified in CPR/First Aid
- Degree in teaching or in a specialized subject with a Michigan Certificate in Education

To apply: Interested and qualified candidates are asked to submit electronically a letter of introduction addressing the requirements/skills listed above, a resume, and the names, addresses, telephone numbers, and email addresses of three professional references to sabersprincipal@gmail.com. Please indicate position desired in the e-mail subject line.

No Phone calls please