

Job Title: Middle School Social Studies/Religion Teacher

Revised Date: February 2024

Work Year: 185 Days

Reports to: Building Principal

About Saint John the Evangelist Catholic School:

Saint John the Evangelist Catholic School is located in Northern Colorado and serves the communities of Loveland, Fort Collins, Windsor, and Greeley. We serve students and their families in Pre-K through 8th grade.

The Position:

The Middle School Social Studies/Religion Teacher is a qualified professional educator who meets the requirements to teach in a Catholic school in the Archdiocese of Denver. Responsible for instructing students in social studies and religion courses in accordance with the curriculum and standards set by the Archdiocese of Denver. Excellent interpersonal skills and a track record of effectively collaborating with students, parents, and colleagues. Must possess a strong understanding of Catholic teachings and effectively integrate them into the social studies curriculum.

The salary range for this position is \$40,183.00 – \$54,599.00.

The teacher is hired by and directly accountable to the principal. The teacher is expected to abide by the policies and procedures of the local school, the Archdiocese of Denver, and the Office of Catholic Schools. The teacher cooperates with the principal and staff in providing an environment that promotes the ministry of Catholic education.

Essential Duties:

The duties of the Middle School Social Studies/Religion Teacher will include but are not limited to:

- Instruct students in social studies and religion courses following the curriculum and standards of the Archdiocese of Denver.
- Provide grade-appropriate instructional programs, including lesson planning, classroom preparation, and assessment of student performance.
- Adapt teaching methods and instructional materials to meet students' varying needs and interests.

- Prepare, administer, and grade assignments and tests to evaluate student progress in both social studies and religion.
- Communicate regularly with parents/guardians, colleagues, and principal regarding students' academic and spiritual development.
- Participate in all Archdiocese of Denver in-service and training programs, as well as local school-sponsored professional development initiatives.
- Attend all required faculty and staff meetings, unless exempted or excused by principal.
- Cooperate with the principal and staff members in school-related meetings, activities, and projects.
- Maintain accurate student attendance and academic records in accordance with school policies and procedures.
- Foster a safe, inclusive, and respectful learning environment that reflects Catholic values.
- Participate in annual performance reviews based on the implementation of essential duties.
- Maintain confidentiality and discretion regarding school personnel, students, and general school matters.
- Follow established procedures to ensure the safety and welfare of students.
- Perform all other duties as assigned by the school principal.

Education and Experience:

- Requires a minimum of a bachelor's degree, preferably with a major or minor in Social Studies, Religious Studies, or related field and/or education.
- Compliance with Safe Environment requirements.

Competencies and Qualifications:

- Refrain from promotion or approval of, or the living out of, any conduct or lifestyle that would reflect discredit or disgrace on, or cause scandal in relationship to, the Archdiocese of Denver, or considered to be in contradiction with Catholic doctrine or morals.
- Effective supervisory skills.
- Effective listening and verbal communication skills.
- Must have an understanding of child development and skills necessary to relate to the students being taught.

- Possess strong human relations skills and familiarity with classroom practices to effectively manage time, communication, and maintain record-keeping while fostering a conducive learning environment.
- Proficiency in utilizing student electronic databases, grading software, and technology to support instruction is essential.

Benefits offered as part of an overall compensation package include:

- Comprehensive and generous medical, dental, vision, and prescription coverage.
- Paid personal (2) and sick (10) leave per academic year.
- Pension plan.
- Employer-paid life insurance, short- and long-term disability.
- Voluntary life insurance.

Application Process:

- To apply for this position, please visit the Archdiocese of Denver Career website at: Careers - Archdiocese of Denver (archden.org).
- Or send resume and three references to: jrossi@saintjohns.net.
- Application Deadline March 25, 2024.