

Date Posted: June 1, 2021

Send resume to: Debbie Daigler  
EMAIL: [ddaiglernbvm@gmail.com](mailto:ddaiglernbvm@gmail.com)

Type of Employment: Full-Time:  Part-Time:  If part-time, # of hours per week 20-25

Job Title of Open Position: Elementary Level Family Catechist (Grade 1-5)

Salary: Commensurate upon experience/education

Employer: Nativity of the Blessed Virgin Mary Church

Location Address: 4375 Harris Hill Road  
Williamsville NY 14221

Employer website: [Nativityharrishill.org](http://Nativityharrishill.org)

### **Job Description**

#### Grade 1-3

Create a family-style online video program for Grades 1-3 based on a provided set of catechetical materials, adding supplemental videos, story, craft and activity ideas.

Upload weekly lessons to Google Classroom or other electronic platform

Monitor the child/family involvement electronically and communicate with families throughout program

Become familiar with the Sacramental Preparation Programs for Grades 2 (First Penance) & Grade 3 (First Eucharist)

Hold online parent meetings for the Parish Faith Formation Families as an introduction to the Sacramental Preparation Program for the families to work with their children.

Plan, organize and be present at each Sacrament celebration, keeping in communication with families regarding all details.

#### Grade 4-5

Assist families in signing up for an online catechetical program specific for Grades 4-5

Monitor the child/family involvement electronically and communicate with families throughout the program

**Qualifications: Degree Requirements/Experience**

- Ideally a BS in Education, Catechesis or other equivalent
- Two years teaching experience preferred

**Desired Skills**

- Experience as a school teacher and/or catechist with a strong understanding of and commitment to the Catholic faith
- Effective planning and organizational skills
- Experience with Google Classroom a plus
- Ability to communicate effectively and appropriately, both verbally and in writing
- Self-motivated and willing to continually discover and utilize new ways of teaching the faith

E.O.E.

How to Apply: By Mail  E-Mail  Fax  as above, no later than \_\_\_\_\_

Please include: Résumé, [employment application](#) and [teacher application supplement](#) (if applicable)