



Date Posted: July 24, 2024

Send resume to: Name: Rachael Rizzo  
Email: [principal@sspvhamburg.com](mailto:principal@sspvhamburg.com)

Type of Employment: Summer:  Part-Time:  If part-time, # of hours per week \_\_\_\_\_ Full-Time \_\_\_\_\_

Job Title of Open Position: Elementary School **Part-time** Art Teacher, Grades PK-8

Salary: .6 of \$30,000.00, or commensurate upon experience Salary will be:  bi-weekly

Employer: SS. Peter and Paul Parish Department Teacher

Location Address: 68 E Main Street, Hamburg, NY 14075

Employer website: [www.sspvsaints.org](http://www.sspvsaints.org)

### **Brief Job Description**

SS. Peter and Paul Catholic School is dedicated transforming the lives of our Pre K through eighth grade students by being rooted in Catholic tradition and Gospel values. In partnership with families, we promote faith, respect, charity and quality education as we prepare students to reach their potential in a nurturing and challenging environment.

The primary purpose of this position is to develop in each student an interest in and the ability for creative expression in visual terms, using skills and techniques of artistic expression consistent with school guidelines; to develop aesthetic understandings and appreciations; to discover and develop talents of students in the field of art. The part-time position is for all grades Pre-K 3 through 8<sup>th</sup> grade on Tuesdays, Wednesdays, and Thursdays each week.

**Essential Duties of the Position** – the following duties reflect the types of work this position requires with or without reasonable accommodations.

### **CATHOLIC DIMENSION:**

- Integrates Church and Catholic social teaching throughout curriculum
  - Participates in faith formation experiences; is active in the faith life of the school
  - Ensures that prayer is a regular part of classroom and school procedures
  - Provides opportunities for Christian service learning as part of the curriculum
  - Demonstrates an understanding of Catholic identity
- Participates in community of faith and professional development opportunities

**CURRICULUM/INSTRUCTIONAL:**

- Creating and executing relevant plans that are age and developmentally appropriate
- Organize, introduce, and instruct art skills such as but not limited to, drawing, painting, sculpting, etc.
- Teaches proper technique on specific art disciplines
- Participates in a professional learning community in the school
- Records grades in eSchool in a timely manner
- Uses computer/technology and/or other available instructional resources to enhance learning
- Assist with annual fundraisers and school events (i.e. annual Spring Art Show)

**CLASSROOM MANAGEMENT:**

- Maintain compliance with Safe Environment requirements through attendance at a diocesan Safe Environment workshop and completion of ongoing training requirements as assigned
- Follows and enforces school procedures and policies
- Sets, enforces and shares behavioral and work standards with students and parents/guardians
- Preplans activities of the class with regard to materials, use of time, and scope of program
- Monitors student behavior at all times; responds to behavior in an effective and sensitive manner using positive reinforcement or appropriate consequences
- Communicates regularly with parents, administration and colleagues
- Ensures all necessary materials are available for substitute teachers including class roster, outline of program planned for the day; location of records, seating chart if applicable and any extra duty assignments

**PROFESSIONALISM:**

- Establishes and maintains appropriate relationships with students, parents, staff and community members by communicating in a tactful, courteous, and confidential manner
- Respects the legality and confidentiality of documentation, record-keeping and communication
- Exhibits personal behaviors that promote student learning including punctuality, regular attendance, sense of humor, initiative, energy and enthusiasm
- Exhibits professional behavior that affects student learning, professional dress, mature judgement, fairness, poise and self-control
- Models professional behavior when utilizing social media
- Reads and keeps current on theory and educational best practices; seeks and participates in opportunities for professional growth

**PRINCIPAL ASSIGNMENTS:**

- Attends faculty meetings, department chair meetings and other administrative meetings as requested
- Reviews emergency drills and procedures with students
- Completes reports and surveys as requested and submits budget request to principal annually
- Performs responsibilities with integrity, honoring confidences and loyalties ascribed to and required of a faculty position
- Other duties as requested by principal

**STUDENT/BEHAVIOR MANAGEMENT:**

- Supervises students inside and outside the classroom in accordance with the regulations established by the school

- Responsible for tracking attendance and procedures related established by school administration

**EDUCATION RECOMMENDED:**

- Bachelor's degree in Education, with certification and/or experience in Art

**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:**

- Ability to work with students meeting their individual educational needs
- Ability to be a team player
- Forward thinker that looks for continuous improvement, creative approaches to teaching techniques
- Flexibility with approach to teaching to meet individual learning styles
- Ability to problem solve working cooperatively with others to do so
- Understands basic technology as it relates to classroom performance, eSchool, laptop etc.
- Possess strong interpersonal skills, diplomatic and collaborative style of decision making skills
- Incorporates real life problem solving lessons into curriculum

**TECHNOLOGICAL SKILLS DESIRED:**

- Computer literate, including working knowledge of Google Platform
- Overall comfort with computer applications

How to Apply: By Mail  E-Mail  Fax  as above, no later than **August 9<sup>th</sup>, 2024** \_