



Date Posted: June 14, 2022

Send resume to: Name: Sr. Grace Dike, SCGR
Address: 5269 Lewiston Road
Lewiston, NY 14092
Email: shvillaschool@gmail.com

Type of Employment: Summer: Part-Time If part-time, # of 2-3hours per week Full-Time:

Job Title of Open Position: Computer Teacher (for September 2022)

Salary: Commensurate with Experience Salary will be: hourly other

Employer: Sacred heart Villa School Department Elementary Education

Location Address: 5269 Lewiston Road
Lewiston, NY 14092

Employer website: www.shvilla.org

Brief Job Description

A candidate who demonstrates competencies in computer literacy to enable students in K-4th acquire the basic computer skills necessary to support and promote student learning in technology.

Essential Duties & Responsibilities

- A candidate will plan lessons and activities that promote computer literacy and enable our students from K- Grade 4 to acquire basic computer skills; a candidate will create lessons and activities that are age appropriate, evaluate students' performance through projects. Evaluate student progress, download & install important software and maintain hardware.

Qualifications: Required Education/Experience

- Associate's degree, bachelor's degree/years of experience and working toward certification

Desired Skills

Strong computer skills, knowledgeable about Microsoft Word, PowerPoint, Photoshop, and computer troubleshooting skills, enthusiastic, and patient with students.

E.O.E.

How to Apply: By Mail E-Mail Fax as above, no later than **ongoing**