



Date Posted: June 2024

Send resume to: Name: Lori Jonas
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Type of Employment: Summer: Part-Time If part-time, # of hours per week Full-Time:

Job Title of Open Position: Elementary School PE Teacher, Grades PK3-8, Health Grades 6 & 7

Salary: \$30,000.00, or commensurate upon experience Salary will be: hourly other

Employer: Saint Amelia School Department Teacher

Location Address: 2999 Eggert Road, Tonawanda, NY 14150

Employer website: www.stameliaschool.org

Brief Job Description

The primary purpose of this position is to organize innovative games and challenges that promote physical activity among all students in grades PK-8 as well as develop motor skills, physical development, proper exercise, and eating habits. This role will also be responsible for teaching both 6th grade and 7th grade Health classes with accordance with NYS Health Curriculum. Teachers are responsible for the welfare and safety of the students under their supervision.

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 adult faith formation and professional development opportunities
- Effectively uses catechetical methods
- Creates sacred ground as part of the classroom environment
 - Leads daily prayer and participates in school liturgies

CURRICULUM/INSTRUCTIONAL:

- Creating and executing exciting and relevant plans that are age and developmentally appropriate
- Organize and introduce individual and team sports to students.
- Teaches proper technique on specific sport disciplines
- Participates in a professional learning community in the school
- Recording grades in eSchool in a timely manner
- Act as referee in indoor and outdoor games and teach proper sportsmanlike conduct
- Uses computer/technology and/or other available instructional resources to enhance learning
- Assist with annual Race for Education fundraiser
- Plans and executes end of year field day activities
- Acts as school assistant athletic director

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
- 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 REQUIRED:

- Bachelor's degree leading to Master's degree in Education, with certification in Physical Education

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 31, 2024**