



Job Posting Form

Date Posted: May 1, 2024

Send resume to: Name: Mark Mattle
Address: 3275 Main Street Buffalo, NY 14214
Email: mmattle@stjosephbuffalo.org

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

Job Title of Open Position: General Ed Teacher Grades Pre-K through 6

Salary: Base \$30,000 negotiable as to experience Salary will be: hourly other

Employer: St. Joseph University School Department

Location Address: 3275 Main Street Buffalo, NY 14214

Employer website: sjusbuffalo.org

Brief Job Description

Full-time positions (7:30-3:00 p.m. Monday-Friday) for Grades Pre-K through Grade 6

Essential Duties & Responsibilities

- Teaching: Math, Social Studies, English Language Arts, Religion, Science
- Teacher will have their own Homeroom – greet students and have morning work ready at 7:45 am
- Must do weekly lesson plans, attend Professional Development meetings and Faculty Meetings, attend monthly school liturgies, help with fundraisers and school spirit activities, plan Parent-Teacher Conferences, moderate Clubs if so desired.
- Communicate with parent/guardians

Qualifications: Required Education/Experience

- Certified teachers
- Bachelor's Degree – working on Masters
- First year teachers welcome
- Retired teachers most welcome!

E.O.E.

How to apply: By Mail E-Mail Fax as above, no later than **07/31/2024.**