

## OVERVIEW

Lock Haven Catholic School is looking for dynamic educators with strong interpersonal skills, experience with differentiating instruction, and are well-versed in the Catholic Faith for anticipated job openings in the 2024-2025 school year.

The Diocese of Altoona-Johnstown Catholic Schools are known for fostering the ideal learning environment, where faculty and students have the opportunity to achieve academic excellence through a combination of rigor and innovation.

There is currently a need for a Full-time Religion Teacher.

## KEY RESPONSIBILITIES

- Maintains the Catholicity of the school.
- Instructs classes that incorporate a program of study to meet the individual needs, interests, and abilities of the students.
- Creates a classroom environment that is healthy, safe, and conducive to learning.
- Prepares for classes and provides written evidence of plans.
- Encourages students to set and maintain standards of classroom behavior.
- Guides the learning process toward the achievement of curriculum goals.
- Establishes and communicates clear objectives.
- Employs a variety of instructional techniques and instructional media.
- Implements the Diocesan philosophy of education and instructional goals.
- Manages and monitors student behavior.
- Assesses students on a regular basis and provides progress reports.
- Identifies students with learning differences with the assistance of school personnel, the Intermediate Unit and/or local LEA guidance under the direction of the school principal.
- Protects students, equipment, materials, and facilities by taking all necessary and reasonable precautions.
- Maintains records according to law, district policy, and administrative regulations.
- Assists the administration with implementing policies and rules governing student life and conduct.
- Responds to and assists with student, staff, parental, and public inquiries in a timely manner.
- Possesses and exhibits extensive knowledge of content area, district curriculum, methodology, resources, and related technology.
- Participates in ongoing professional development.
- Establishes open communication with parents/guardians.
- Completes Basic Catechist Program.
- All other duties, as assigned.

## QUALIFICATIONS

- Supportive of the mission of the Catholic Church.
- Able to satisfactorily complete background checks and training applicable to diocesan and state requirements.
- Catechesis of the Good Shepherd training preferred
- Advanced knowledge of Microsoft Office programs.
- Experience with online grading and record-keeping systems.
- Familiarity with PowerSchool.

### WORKING CONDITIONS

-FLSA Status: Salary Exempt

-Work Status: Full-Time

-Physical Requirements: Must be able to lift 25 pounds.

-Hours Per Week: 40 hours/week

-Work Schedule: According to school schedule as directed by the principal.