



## **Physical Education Instructor**

St. Joseph Catholic Elementary and Middle School is seeking an outstanding, energetic, dedicated and talented individual to fill a full time Physical Education instructor position beginning with the 2024-2025 school year. The successful candidate will be faith-filled, dynamic, compassionate and willing to work collaboratively in a team environment.

St. Joseph Catholic Elementary and Middle School is located in Battle Creek, Michigan. Our mission is to provide students with an excellent education and a solid faith formation.

### **JOB SUMMARY**

A teacher at St. Joseph Middle School is a devoted professional committed to students growing and succeeding. Teachers are responsible for creating a developmentally appropriate, safe, organized and joyful classroom environment. Each teacher will utilize current student data to drive academic growth in all students. Teachers work collaboratively to support each other and provide the best faith-filled, academically rigorous experience for all students.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Plan, prepare, and deliver developmentally appropriate lesson plans based on diocesan approved curriculum and instructional materials that facilitate active learning.
- Establish and communicate clear objectives for all learning activities; encourage and monitor the progress of individual students.
- Provide a variety of developmentally appropriate resources for use in educational activities; instruct and monitor students in the use of learning materials and equipment.
- Assign and grade class work, assignments; provide appropriate feedback on work.
- Use relevant technology as defined by the school to support and differentiate instruction.
- Observe and evaluate student's performance and development utilizing information to adjust teaching strategies.
- Maintain accurate and complete records of students' progress and development.
- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs.
- Maintain student behavior in the classroom by establishing and enforcing expectations, procedures and consequences as set forth by the school and diocese.
- Participate in department, school, parent and diocesan meetings.
- Encourage parent and community involvement, obtain information for parents when requested, promptly return phone calls and answer emails.
- Participate in appropriate professional development and activities.

- Participate in extracurricular activities such as social activities, sporting activities, clubs and student organizations as directed.
- Other duties as assigned.

## **QUALIFICATIONS/REQUIREMENTS**

- Minimum B.A/B.S. degree in teaching from an accredited institution
- Preferred Endorsement: K-12 Physical Education Endorsement Health and Physical Education MB
- Valid Michigan teaching certification with appropriate endorsements
- Must complete state and national background checks and diocesan required VIRTUS training
- Demonstrate preparation and skill in working with students from diverse cultural, economic and ability backgrounds.
- Ability to establish and maintain cooperative and effective working relationships with others.
- Ability to communicate effectively orally and in writing.
- Perform all other related work delegated or required to accomplish the objectives of the total school program.
- Knowledge and implementation of relevant technology.

## **PHYSICAL REQUIREMENTS**

Regularly required to sit, stand, walk, talk, hear, operate a computer, hand-held learning devices and other office equipment; reach with hands and arms; and must occasionally lift and/or move up to 50 lbs.

Interested candidates please submit a letter of interest, resume and references to:

Amy Schaub at [aschaub @bcacs.org](mailto:aschaub@bcacs.org)

Principal

St. Joseph Schools