

St. Andrew Nativity School Job Posting

Job Title: Middle School Religion Teacher
Schedule: Full time / Exempt / 202-day contract
Salary Range: Commensurate on experience, plus health, dental, and vision benefits; disability coverage; and life insurance and retirement savings options. (\$49,081-\$73,327).
Starting Date: August 22, 2024
Reports to: Principal

Organization Summary

St. Andrew Nativity School is a tuition-free Catholic, Jesuit middle school serving young people of all faiths from low-income backgrounds and empowering them in their spiritual, intellectual, and personal development toward college and career readiness and becoming people for others.

Our engaged, energetic faculty is committed to helping students be successful academically and in life. Our school is a special place where faculty and staff get to know each student and his/her family personally. With small class sizes, teachers can personalize instruction and build relationships. Our faculty and staff work as a team with cross curricular planning, field trips, and programming aimed at expanding students' horizons.

St Andrew Nativity School is seeking talented people from diverse backgrounds and experiences to join our school community. Individuals of color and those able to speak Spanish are especially encouraged to apply.

Visit our website at www.nativityportland.org for more information about our school.

Position Summary

The Religion Teacher is a full-time teacher delivering appropriate Religious Studies curricula to classes of sixth, seventh and eighth grade students. Males and females are taught separately, and class size does not exceed 15. The Religion Teacher develops supportive relationships with students and designs curricula and learning experiences (i.e. prayer, Bible study) that engage students in metacognition, skills development, reflection on experience, and content mastery. The Religion teacher also serves as Campus Minister, organizing retreats and prayer services, preparing students for Mass, and ensuring students participate in Christian Service programs.

Nature and Scope of Responsibilities

- Teaches six periods and has one prep period per day of instruction, 7:30 am – 3:30 pm
- Assists with study hall supervision and student dismissal once a week (3:30 pm – 5:30 pm) as scheduled with the Principal
- Demonstrates evidence of prior planning and preparation, presenting classes clearly and effectively and re-teaching as needed
- Evaluates student progress effectively, maintains students' records consistently and accurately, and communicates student progress in a timely manner
- Maintains an atmosphere conducive to learning through a predictable and healthy physical environment; effective classroom routines and discipline practices; and respectful, fair, and professional interactions with students

Organization Expectations

- Supports and furthers the mission of Catholic Jesuit education and the school
- Possesses and demonstrates an openness to the Jesuit tradition of which St. Andrew Nativity School is a part and a willingness to continue growing in Jesuit formation

- Gives evidence of lived Gospel values, an attitude of service, a sense of mercy and justice in dealing fairly with students and parents, and a spirit of reconciliation when participating in problem situations affecting the community
- Respects the cultural and socioeconomic diversity of the school and actively works to reduce biases/stereotyping
- Collaborates with principal, counselor, student support coordinator, teachers, and families to address student needs
- Attends weekly staff meeting and other professional development activities offered, or as requested by supervisor
- Performs public relations and other duties as assigned, particularly student supervision and development efforts necessary to maintain a tuition-free school exclusively for low-income students
- Reports any knowledge or suspicion of child abuse as required by law
- Demonstrates a sense of professional responsibility and maintains a reasonable record of attendance and punctuality

Qualifications

- Practicing Catholic, preferably with knowledge of Jesuit spirituality
- Certified Licensed Educator or Bachelor's Degree in a related field required
- Appropriate graduate degree preferred
- Bilingual language skills preferred– proficiency in English and Spanish
- Flexibility in filling the gaps at a small school
- Accurate use of a computer word processing program, as well as office machines and audio- visual equipment as needed
- Ability to motivate and work with middle school students
- Ability to work with and respond to students and parents from diverse backgrounds and a variety of family situations
- Ability to work with colleagues and to communicate effectively (both verbally and in writing) with school personnel
- Ability to work proactively and positively with individuals and groups
- Ability to maintain the confidentiality of sensitive and confidential information

Essential Physical Requirements

Moderate degree of physical stamina, with occasional lifting of up to 10 pounds. Ability to move freely to various locations within the classroom and other supervisory settings. Exposure to noise and activity of a school setting. Exposure to outdoor weather conditions.

Criminal Background Check

Per school policy all offers of employment shall be contingent upon the successful passing of a criminal background check.

How to Apply

Email a cover letter, resume, and references to Business Manager Anna Marie Mestas at amestas@nativityportland.org or mail to:

Anna Marie Mestas
 St. Andrew Nativity School
 4925 NE 9th Avenue
 Portland, OR 97211