



Middle School Teacher-Endorsed

Job Title: English/Language Arts/ Reading Teacher

Reports To: Building Principal

Work Schedule: Per negotiated agreement

Salary Schedule: As outlined in Omaha Public Schools negotiated agreement

Position Purpose: Plans for, teaches, and facilitates learning for all students. Creates a positive learning environment. Maintains academic progress, records, and discipline. Works collaboratively with students, parents and staff to provide and implement classroom education to meet the needs of all students.

Organization Summary: Jesuit Academy is looking for a creative and enthusiastic person to serve as a middle school teacher. Jesuit Academy is a comprehensive school addressing and demonstrating the appropriate intellectual, social, emotional, and spiritual development of students 4th – 8th grade. It promotes the development of knowledge in all core academic areas for all students with an emphasis on enrichment, individual work skills, and the importance of working together as a collaborative group. The teachers fulfill the mission of the Catholic school by providing an environment rooted in Gospel values and academic excellence.

Knowledge, Skills, and Abilities:

- Education: Minimum of Bachelor's degree in education from an accredited college or university
- A valid NE Teaching Certificate or the ability to obtain one with appropriate endorsement(s) in Middle Grades with one or multiple content areas identified
- Supporting and upholding the philosophy of Catholic education and the mission of the school
- Supporting and adhering to the Code of Conduct and policies and procedures of the school and Diocese
- Preparing lesson plans consistent with Diocesan policy and our school mission which includes providing students with the opportunity to become critical thinkers, enthusiastic readers, skillful researchers, and ethical users of information while providing authentic, real world opportunities to engage with information and content learned
- A demonstrated philosophy that all students can and will learn
- Excellent attendance record
- Excellent communication skills oral and written
- Demonstrated knowledge and understanding of Best Instructional Practices
- Positive interpersonal skills
- Professional verification of successful classroom teacher performance and/or student teaching experience
- Evidence of the willingness and the ability to comply with the standards for ethical and professional performance established by the State Board of Education
- This individual will exhibit skills pertinent to foster positive human relationships and the ability to work effectively with students, staff, parents and the community



- Willingness and demonstrated abilities conducive to a continuous quest for quality education
- Attending and participating in Faculty Meetings, Diocesan Meetings, Professional Development Days, Faculty Committees, etc.

Essential Performance Responsibilities:

- Developing students' cognitive capacity and respect for learning
- Positively fostering students' self-esteem
- Working with and understanding a diverse student population
- Integration of leadership, technology, and communication into the curriculum
- Planning for and guiding the learning process to help students achieve program objectives
- Maintaining a classroom atmosphere conducive to learning
- Implementing useful diagnostic and progress assessment measures
- Selecting and using effective instructional methods and learning materials
- Establishing a cooperative relationship with all assigned students
- Maintaining open lines of communication with parents/ guardians/ staff
- Engaging in professional growth activities through an ongoing program of job related knowledge and skill development
- Working collaboratively to achieve the overall purpose of the school's program and support Jesuit Academy's vision, aims and goals

Additional Duties:

- Performs other related tasks as assigned by the Principal and other school administrators

Equipment:

- This position may require the ability to use of technology such as Chromebooks in addition to basic office equipment such as computers, copiers, scanners, and fax machine.

Travel:

- Limited travel may be requested

Physical and Mental Demands, Work Hazards:

- Must be able to respond in emergency situations
- Must have organization, time management, communication, and interpersonal skills
- Work in school building environments



Interrelations:

- Contact with personnel within Jesuit Academy and other stakeholders
- Will be working under the direct supervision of the building principal in order to complete day to day tasks
- Will be working with a diverse population requiring the ability to handle all situations with tact and diplomacy
- Must understand and respond appropriately to stakeholder needs and maintain a positive attitude with all
- Expected to interact with all internal and external stakeholders in a friendly, professional manner and provide quick, responsive service

Employee Punctuality and Appearance:

- In order for schools to operate effectively, employees are expected to perform all assigned duties and work all scheduled hours during each designated workday, unless the employee has received approved leave.
- Any deviation from assigned hours must have prior approval from the principal.
- All employees are required to report to work dressed in a manner that reflects a positive image of Jesuit Academy and is appropriate for their position.

Terms of employment are contingent upon:

- Verification of a valid Nebraska Teaching License or other required license.
- A background check, which demonstrates background, is acceptable for the position sought and working with or around students.
- Verification of U.S. Citizenship or legal authorization to work in the United States.
- Successful completion of a tuberculosis skin test (if required by federal law for your position).

Interested parties who possess *a current teaching certificate or who have successfully completed all requirements to be eligible for a teaching certificate* should send all inquiries to the attention of Glenn Mitchell, Principal, at HR@jesuitacademy.org or (402) 346-4464.