

<b>POSITION NAME: Part-Time Elementary Science Teacher and STEM (K-5)</b>	<b>SCHOOL: St. Francis of Assisi Catholic School</b>
<b>REPORTS TO: Principal</b>	<b>EFFECTIVE DATE: August 31, 2026 (190 Days with 173 Student Contact Days)</b>

**GENERAL STATEMENT OF DUTIES:** The middle school Science teacher is responsible for science instruction, curriculum development in the area of science for middle school, and the development of STEM lessons for grades K-5.

**ESSENTIAL FUNCTIONS/MAJOR RESPONSIBILITIES:** *(The essential functions/major responsibilities listed are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position. Duties and responsibilities are also subject to change by the employer as the needs of the employer and requirements of the job change.)*

A science teacher is expected to have competencies in the following major areas.

### **I. COMMUNITY OF FAITH**

- A. Supports and implements the mission/philosophy of Catholic education and the school
- B. Respects the cultural diversity unique to the school and actively works to reduce biases /stereotyping
- C. Speaks, acts, and instructs students in a manner that is consistent with the teachings of the Church on issues of faith and morals
- D. Participates in building faith community

### **II. INSTRUCTIONAL PROCESS**

- A. Provides academic subject instruction in science, insuring the curriculum map and schedule are followed
- B. Plans for class activities, including preparing units and daily lesson plans
- C. Identifies materials needed to properly implement class activities and labs
- D. Exhibits enthusiasm for science, engineering and STEM.
- E. Presents classes clearly and effectively
- F. Evaluates student progress effectively
- G. Uses a variety of techniques for communicating student progress in a timely manner
- H. Provides for individual differences amongst students
- I. Demonstrates ability to motivate students
- J. Maintains an atmosphere conducive to learning
- K. Knows and uses technology appropriately

### **III. INTERPERSONAL RELATIONSHIPS**

- A. Works cooperatively with administration
- B. Supports and enforces Archdiocesan and school regulations
- C. Works positively with colleagues, support and parish staff
- D. Demonstrates positive interpersonal relations with students
- E. Maintains positive interpersonal relations with parents

#### **IV. OTHER RESPONSIBILITIES**

- A. Maintains a professional manner in the classroom and other related settings
- B. Demonstrates a sense of professional responsibility and leadership
- C. Reports any knowledge or suspicion of child abuse as required by law
- D. Accepts, willingly, extra assignments and supervisions (e.g. lunch, playground, and/or dismissal)
- E. Attends all faculty meetings, in-services, and other meetings as specified by the principal unless excused by the principal prior to the meeting
- F. Reviews fire and earthquake drills and emergency procedures and practices with students regularly
- G. Follows directives regarding collection of monies.

#### **MINIMUM QUALIFICATIONS**

Holds a valid teaching license as set forth by Oregon Teacher Standards and Practices Commission.  
License is commensurate with subject area.

#### **PHYSICAL REQUIREMENTS**

While performing the duties of this job, the employee is required to stand, walk, talk, reach, sit, hear, handle, and perform repetitive motions of the hands/wrists. May need to climb stairs and lift, carry, push and/or pull items up to 50 pounds. Must be able to respond effectively to emergency situations.

#### **WORKING ENVIRONMENT**

Work is usually performed in the school within the time frame. Staff is occasionally required to attend evening meetings and may oversee field trips and other special events. In addition, faculty/staff will attend any in-service or professional development meetings deemed necessary by the administration.

#### **SUPERVISION**

Exercises working supervision over students, Instructional Assistants and volunteers as necessary.

#### **SALARY**

Pay: Any offered salary is determined based on internal salary ranges, market data, applicant's skills and prior relevant experience, degrees and certifications.

#### **APPLICATION**

To apply, please send your letter of interest, resume, and references to [development@saintfrancisschool.net](mailto:development@saintfrancisschool.net) or visit <https://www.saintfrancisschool.net>.