**Job Description**

**Position:** 9-12 English Teacher

**Classification:** Exempt, Certified

**Reports to:**

Principal

Chief Administrator

Board of Education

**Purpose:**

Our mission at Cedar Valley Catholic Schools is to provide an exceptional Catholic education for every student, built on a foundation of faith, discipline, knowledge and service. Our vision is to be the first choice of families who believe God, community, leadership, and service are the foundation of a strong learning environment.

**Qualifications/Personal Characteristics:**

1. State of Iowa Teaching License with appropriate endorsement(s).
2. Demonstrates aptitude for successful fulfillment of assigned responsibilities.
3. Supports and fosters Christian uniqueness of system.
4. Uses gospel values as the basis for decision-making.

**Essential Functions:**

* Support and promote the philosophy of Catholic education and contribute to building a spirit of unity within the Cedar Valley Catholic School System.
* Collaborate with all stakeholders to establish leadership and positive relationships while focusing on high expectations and continuous improvement for student learning.
* Design student-centered instruction to ensure all students are engaged and participating in individual and classroom learning objectives.
* Evaluate student and class performance for the purposes of gauging and subsequently adjusting instruction to ensure continuous improvement of student learning in alignment with state and district standards.
* Implement teaching best practices of instruction and use of resources to aid in student success.
* Evaluate student academic and social growth; collect data and evidence of student learning.
* Manage classroom structure and procedures to establish a positive, safe, and orderly optimal learning environment which support students in achieving classroom and individual goals.
* Model positive behaviors (i.e., Iowa Teaching Standards, Code of Professional and Ethical Standards, Cedar Valley Catholic Schools Employee Handbook, etc.) appropriate social and interpersonal behavior in alignment with district goals and the Archdiocese of Dubuque.
* Participates in a variety of meetings and professional development opportunities for the purpose of conveying and/or gathering information to perform essential functions.
* Other duties as assigned.

*The physical demands and work environment characteristics described above are representative of the physical capabilities that must be met by an employee and the working conditions that an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*