

## **JOB DESCRIPTION FOR 2nd GRADE AT ST. PHILIP'S SCHOOL**

St. Philip's School, located in the heart of the Noe Valley in San Francisco, is a K-8 Catholic School whose focus is faith, academics, enrichment, and community. Dedicated to educating its students for lives of hope, joy, and purpose, the school's environment is designed to promote student success and a lifelong love of learning. The dedicated faculty and staff strive to encourage students to reach their fullest potential – academically, spiritually, and socially – as they work to meet the needs of the whole child. The school opened in 1938 and has continued to enjoy a strong connection to the neighborhood. Its tradition of service, rooted in the Gospel values, allows students to see their faith in action. The school prides itself on its strong sense of community, and faculty, staff, and parents work closely with administration to nurture this important partnership.

### **Job Title:**

2<sup>nd</sup> Grade teacher (Full-time, exempt), for the 2021-2022 school year. The position begins in August.

### **Qualifications:**

- Must have an undergraduate degree and valid California credential, or equivalent.
- Preferably 2 or more years of teaching experience
- Preferably a practicing Catholic

### **Duties & Responsibilities:**

- Recognizes and supports the Catholic mission of the school
- Understands the importance of community and partnership
- Maintains consistent discipline and best teaching practices
- Is familiar with curriculum and lesson planning
- Has a creative and flexible approach to teaching
- Demonstrates strong classroom management and communication skills
- Integrates technology in a classroom setting

- Contributes to a pleasant and cooperative work environment
- Is familiar with First Reconciliation and First Communion preparation

**Salary:**

Per the Archdiocesan Salary Scale

**Elementary Salary Scale 2019-2021**

**To Apply:**

Please email cover letter and resume to the principal, Mary McKeever, at [mary.mckeeper@saintphilipschool.org](mailto:mary.mckeeper@saintphilipschool.org).