



**Santa Catalina School  
FIRST GRADE TEACHER  
Job Description**

Santa Catalina School seeks a qualified First Grade teacher starting in August 2018. An independent, Catholic, PreK-12 day and boarding school, Santa Catalina is lodged like a beautiful gem along the relaxed sweep of California's mid-coast and embraced by the town of Monterey, California. Santa Catalina is two schools on the same campus: The Lower and Middle School (grades PreK to 8) at Santa Catalina is an academic and character focused school, and has long been recognized as the leading coeducational day school on the Monterey Peninsula. The Upper School, an all-girls college preparatory day and boarding school, is likewise known as the premier girl's independent boarding school on the West Coast.

**The Position:** Grade 1 Teacher

**Reports To:** Head of Lower and Middle School

**Collaborates with:** Co-Teacher in Grade 1 and all Lower and Middle School Teachers

**Qualifications and Responsibilities:**

The school seeks a talented and passionate elementary educator to join the First Grade teaching team. The desired candidate should have excellent communication skills (both written and verbal), comfortable in a team-teaching environment, will have demonstrated commitment to the education of elementary school-aged boys and girls. We are committed to strengthening and enriching student learning through innovative teaching methods that put the student and her own goals for the future at the center of all learning experiences, and empower students to identify and solve problems, bridge content across traditional "subject" domains, and develop an unshakable growth mindset.

Santa Catalina School is a technology rich and highly collaborative environment where technology is embraced and integrated into the curriculum by the classroom teachers. Students have 1:1 access to iPads and MacBooks and parents of Grade 1 students access the *Schoology* learning management system. Applicants should have experience with and a passion for project based learning and integrating technology into teaching and learning (experience in a 1:1 environment is ideal).

Duties include leading and co-teaching academic subjects; establishing positive relationships with students, their families, and colleagues; delivering curriculum with well-planned, thoughtful lessons; creating and maintaining a pleasant, inviting, and organized classroom environment, pursuing career-long professional growth opportunities; keeping excellent student records and using data to make informed decisions about differentiation in the classroom; communicating proactively with parents and school administration about student progress or challenges through written narrative reports, in-person conversations, or via telephone or e-mail. Each member of the Lower and Middle School faculty also serves as an ambassador of Santa Catalina Lower and Middle School in the community of the greater Monterey Peninsula.

This position is responsible for teaching 5 sections of history as assigned by the Chair of the department, grade-appropriate curriculum planning and instruction for subject area/grade level; for innovation, creativity, integration between disciplines and integration of technology use throughout the program.

A teaching credential and/or a Masters degree in a related field is required. In addition, the desired candidate will demonstrate most of the following qualifications:

- 5 years of primary grade teaching, preferably at an independent school
- Knowledge of child development and learning and demonstrated ability to apply this knowledge to teaching and classroom management
- Demonstrated use of relevant techniques, lesson plans, and instructional technology to support and differentiate instruction. Examples will be requested.
- Ability to plan active, hands-on and engaging lessons for a classroom with students exhibiting a range of learning styles and interests
- Experience with and/or interest in learning and applying the following curricular approaches:
  - Singapore Math
  - Guided Reading
  - Lucy Caulkin's Writing Workshop
  - Full Option Science System
  - Social Studies Alive
  - Use of instructional technology tools such as iPads, Macbooks, and Promethean Board

This description in no way states or implies that these are the only duties to be performed by an employee in this position. Employees are required to follow other job-related instructions and to perform other job-related duties requested by those authorized to give instructions or assignments.

**Application Information:**

Please complete and submit our online employment application by clicking on this link:

<https://www.santacatalina.org/lower-school/who-we-are/employment/application>

In accordance with applicable laws, Santa Catalina School is an equal-opportunity employer.