**Sacred Heart Catholic School Spencer, IA**

**Elementary PE/General Education Teacher**

**for the 2024/2025 School Year**

**Job Title:** Elementary PE/General Education Teacher **FLSA Status**: Contracted exempt

**Reports To:**  Principal **Date**: April 2024

**Primary Purpose:** To form students academically, emotionally, and spiritually while instilling a love for others, for God, and for their Catholic faith. This position will be .50 Physical Education and .50 General Education.

**Essential Functions:**

1. Responsible for providing students with a foundation in health and physical education that focuses on strength, conditioning, and stretching through individual and team sports.
2. Design, plan, and implement appealing physical education lessons through a variety of methodologies based on school, state, and Diocesan standards.
3. Teach knowledge and skills in physical fitness, health education, rhythm and dancing, and team sports while celebrating accomplishments and importance of self-improvement and team work.
4. Ensure accommodations and modifications are made for growth and development for all students.
5. Encourage, monitor and evaluate each student’s growth in physical skills, knowledge, and contribution in team sports.
6. As a part-time general education elementary teacher, provide flexibility in instructing students in core academic curriculum.
7. Establish and communicate clear objectives for all learning activities. Provide a variety of materials and resources for use in educational and classroom activities; prepare classroom as needed for related activities.
8. Manage student behavior in the classroom by establishing and enforcing rules and procedures. Maintain discipline in accordance with the rules, protocols, and disciplinary systems of the school.
9. Provide appropriate feedback to students and monitor their use of materials and equipment. Use relevant technology to support and differentiate instruction.
10. Maintain accurate and complete records of students' progress and development. Update necessary records accurately and completely as required by Iowa law, Diocesan policies, and school guidelines. Prepare additional reports as required or requested.
11. Actively participate in professional development activities, teacher and school meetings, parent meetings, and other required activities as governed by the teacher’s contract.
12. Visibly engage in the school community by attending student events, concerts, sporting events and other extracurricular activities.
13. Demonstrate preparation and skill in working with students from diverse cultural, economic, and ability backgrounds.
14. Assist with other responsibilities as assigned - special projects, balancing of workload, or assisting in the absence of other employees

**Collaborative Relationships**: Interacts extensively with the following:

* Parents & Parent organizations
* Teachers, staff, and educational colleagues
* School supporters and stakeholders

**Knowledge, Skills, Experience Required or Preferred:**

The requirements listed below are representative of the knowledge, skill, and/or ability required.

* Bachelor’s degree.
* Iowa State certification in teaching in appropriate subject area.
* Elementary physical education endorsement (146).
* Ability to establish and maintain cooperative and effective working relationships with others.
* Must have the proven ability to report to work on a regular and punctual basis.
* Perform all other related work delegated or required by contract to accomplish the objectives of the total school program.
* Knowledge and implementation of relevant technology.
* Meet professional teacher education requirements of school, Diocese, and state.

**Physical and Cognitive Requirements:**

Active work: the physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of the job and are not meant to be all inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. While performing this job the staff member must be able to:

* Sit, stand and walk for required periods of time within the classroom and school
* Speak, hear, and communicate effectively both verbally and in writing using proper grammar and vocabulary
* Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision
* Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls; some light lifting may be required.

Duties may require travel and attendance at evening and/or weekend meetings. Although work is performed primarily under inside environmental conditions, the required travel may result in temporary exposure to outside environmental conditions. Regular driving and valid driver’s license are required. Duties require a wide range of intellectual and practical problem-solving skills and comprehension of complex concepts.

To apply, please email Principal Deena Fries, dfries@spencersacredheart.com

1. Cover Letter
2. 3 Letters of Recommendation
3. Transcripts
4. License