



# *Nativity School PreSchool-Grade 8*

## **Nativity School Substitute Teachers - Menlo Park**

Nativity Catholic School, a private Catholic school, providing a quality Catholic education to all students, is seeking an Extended Care Personnel for the 2019-2020 school year.

### **Job Summary:**

The role of a substitute teacher at Nativity is to maintain classroom instruction and to carry on the classroom procedures as if he/she were the regular teacher. The teacher will provide supervision and instruction to students that will create a positive learning environment and allow for students' personal, social, and academic development. Nativity offers instruction in many subjects, including Religion, Math, Science, Reading and Writing, and History/Social Studies.

### **Job Duties and Responsibilities:**

Substitute teachers are responsible for the following:

- Delivering daily lesson plans provided by classroom teachers
- Creating a caring and safe classroom experience for students
- Monitoring lunch and recess
- Have a dynamic, energetic, and outgoing classroom demeanor
- Is a team player
- Is available to answer students' questions
- Is able to work comfortably within a structured, academically challenging environment.
- Is used to using interactive, cooperative learning methodologies, and enjoy applying differentiated learning strategies
- Is familiar with and willing to use technology as a teaching tool
- Other teaching duties, as requested

Applicants must possess a bachelor's degree. Work experience with children ages 5 -14 is preferred. Completion of the CBEST or CSET is also preferred.

If you are interested in becoming a substitute teacher at our school, please forward a cover letter, resume, and three references to Jessica Schaukowitz at:

[jschaukowitz@nativityschool.com](mailto:jschaukowitz@nativityschool.com)