



ROMAN CATHOLIC DIOCESE OF BOISE

Job Description

Office:	Sts. Peter and Paul Catholic School
Position Title:	Teacher-Minister
FLSA Designation:	Part-time or Full-time, Exempt, Ministerial
Reports to:	School Principal

POSITION SUMMARY

Under the direction of the school principal, a teacher-minister is responsible for supporting the Catholic Church, the Diocese of Boise, and the Office of Catholic Schools in their mission to evangelize, catechize, and educate youth in a Catholic school environment.

CONTRACT DAYS

190

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Models respect for the legitimate authority of the Bishop of the Diocese of Boise.
- Recognizes and supports the unique Catholic Mission of the school.
- Does not espouse any doctrine inconsistent with the teachings of the Roman Catholic Church.
- Meets or is working towards diocesan requirements for academic and catechetical preparation and certification to provide effective instruction.
- Assist parents/guardians in their role as the primary educators of their children in the faith.
- Collaborate with the local parish(es) to facilitate an encounter with Jesus Christ that evangelizes the mission of the Catholic Church.
- Help build the school's faith community by a demonstrated willingness to participate in, and help plan, school religious and service activities.
- Use the lenses of scripture and the Catholic intellectual tradition in all subjects to help students think critically and ethically about the world around them.
- Collaborate in professional learning communities to develop, implement, and continuously improve instruction.
- Implement consistent classroom management which promotes self-direction and positive self-image; set high standards for student behavior.
- Prepare lessons designed to achieve learning goals using approved academic and religious curriculum.
- Utilize student data to plan for continued and sustained growth for all students.
- Differentiate instruction utilizing current research in interventions, student accommodations, and curriculum modifications in order to meet the needs of diverse learners.

- Use a variety of curriculum-based assessments aligned with learning outcomes and instructional practices to assess student learning and to plan for continued and sustained student growth.
- Empower students to responsibly use and evaluate technology for research, computation, innovation, communication, and collaboration.
- Promote positive relationships with staff, students and parents.
- Participate in/attend all faculty meetings.
- Enforce school policies and procedures.
- Maintain confidentiality.
- Be available for evening and weekend work as necessary.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Possess excellent professional interpersonal and communication skills.
- Manage multiple tasks simultaneously.
- Utilize technology relevant to a classroom environment.
- Must pass a criminal background check and complete Diocesan Safe Environment training.
- Maintain a professional appearance.

QUALIFICATIONS:

Education and Experience

- Bachelor’s degree from an accredited institution.
- Current Idaho teaching certificate (or the ability to obtain one) as consistent with Charter School law.
- Experience preferred in K-12 teaching environment.
- Diocesan catechetical certification or working toward.

Essential Physical Abilities/Working Conditions

- Ability to perform essential duties without endangering self or others.
- Motor skills needed for equipment operation and general classroom duties.
- Sufficient personal mobility, agility, strength, and physical reflexes, with or without reasonable accommodation, which permits the employee to move or traverse in a classroom environment for an extended period of time, operate school/office equipment, to reach, stoop, bend, lift up to 25 pounds, and work in a school environment.
- Detects objects to identify proximity, depth and/or color and ability to comprehend and/or perform duties prescribed.
- Converse with others to express oneself and/or exchange information.

Additional Qualifications

- Practicing Roman Catholic preferred.
- Previous classroom experience preferred.