**St. Catherine of Alexandria Catholic School, Riverside**
**Computer Science Teacher**
**Annual Salary: $39,000 - $40,000 plus DOE**

**POSITION SUMMARY:** The Catholic School Teacher represents the Catholic Church and serves in the educational ministry of the Diocese of San Bernardino. The Teacher provides full-time professional services to the school, must exhibit professional conduct, consistent with the objectives of School and Diocese, and abides by the regulations and policies of the School and Diocese.

The Computer Teacher is responsible for creating well-rounded and comprehensive lesson plans to teach students in the fundamentals of Computer Technology in a Christ-centered Catholic environment; where all students are challenged to achieve their personal best spiritually, academically, and culturally. Teachers are committed to educating the whole child, promoting excellence, and modeling compassion.

**RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:**
• Creates lesson plans that are appropriate for the age and abilities of the students.
• Evaluates student performances in class and on tests, encourages creativity in students, provides feedback, and communicates students' progress to parents.
• Provides appropriate resources and learning materials for students.
• Observe professional ethics and confidentiality in dealing with Administrators, Faculty, Parents, Students and Community.
• Develops and updates curriculum for the classroom.
• Maintains and organizes computer lab/classroom and keeps an inventory of supplies.
• Ensures that computer equipment is functioning properly.
• Use curriculum guides, textbooks, technology and materials prescribed by the school and approved by the Office of Catholic Schools.
• Keeps order in the classroom and handles student behavior issues in accordance with school system policies.
• Stays up-to-date on changes and advancements in computer technology taught in the classroom.
• Ensures that the internet in the classroom is used only for appropriate educational purposes.

**QUALIFICATION GUIDELINES:**
● Bachelor's Degree in Education, Science or a related field.
● Minimum One year teaching experience or approved internship.
● Proficiency in Computer Technology.

**SPECIAL REQUIREMENTS:** Fulfill Diocesan requirements: PMFP classes are required; Safe Environment regulations, Health Screening report; TB clearance; Hepatitis B shots/waiver, First Aid certification, notwithstanding employment relationship is setting forth a one-year term, it is understood that this employment agreement is "at will" and may be terminated by either party at any time before, during, or after the commencement of the academic year. Written notice of termination/resignation shall be made in writing by the moving party, stating the effective date of termination/resignation.

**PHYSICAL REQUIREMENTS:**
Includes but not limited to considerable use of arms and legs, whole body movement, walking, lifting 30 lbs., and stooping, standing, sitting, lifting and carrying, pushing, pulling, kneeling, crouching, crawling, hearing speaking, seeing, reaching, repetitive forward bending, repetitive arm/hand motions, prolonged gripping of an item repetitive hand/finger movements, sense of touch/feel, temperature extremes.

**Interested candidates, please forward your resume to:**
**St. Catherine of Alexandria Catholic School**
**Attn: Mrs. Theresa Heron**
**7025 Brockton Avenue, Riverside, CA 92506**
**Email: theron@sbdiocese.org**