Middle School Technology Teacher (Full Time)

The Academy of the Sacred Heart is an independent, Catholic, college-prep institution for girls offering 17 years of instruction for toddlers through twelfth grade. Academy of the Sacred Heart is one of 24 Network of Sacred Heart Schools in the United States-Canada sponsored by the Religious of the Sacred Heart (RSCJ).

Job Description

The Academy of the Sacred Heart is seeking a full time Technology Teacher for the Middle School (grades 5-8). The Middle School Technology Teacher as a Middle School faculty member is directly accountable to the Middle School Division Head. S(he) works with the Division Head, Dean of Students, students and parents to ensure that the spirit and life of the school reflect the *Goals and Criteria* of Sacred Heart education. S(he):

- Teaches all sections of grades 5-8
- Understands, embraces and implements the school's mission and philosophy as written in the *Goals and Criteria*; participates in the Christ-centered life of the school; and models the school's philosophy in working with students, parents, colleagues and administration.
- Works with the Division Head to execute responsibilities relating to the academic program: curriculum development and implementation, classroom management, student evaluation, grade reporting and parent communication; and to execute responsibilities as outlined by the Division Head and Department Chairs, which contribute to smooth department functioning.
- Works with the Division Head and Dean of Students to execute responsibilities relating to student life programs, extra-academic activities, student discipline and facility use.
- Works with the Middle School Guidance Counselor, Learning Specialist and Design Lab Coordinator to aid students in achieving their maximum development and growth, both within and beyond the classroom, achieved through observation of students' behavior and needs, consultation with the Counselor, Learning Specialist, Division Head and other professionals, when indicated.
- Attends and participates in the following: chapels, liturgical functions, retreats, faculty/department/in-service meetings, assemblies, parent assemblies, conferences and other school functions, as requested.
- Maintains professional currency by ensuring professional certification and actively participating in the professional development program (which includes opportunities for attendance at conferences, workshops and educational meetings, and for advanced degree coursework), and by regular reading of educational journals and discipline-related materials.
- Anticipates potential absences, due to illness, family, professional development, etc., and prepares work accordingly, notifying the Division Head in a timely fashion, so that substitutes are called as needed.
- Agrees to fulfill the terms of the contract of employment.

Preferred Qualifications

- A master's degree in Technology, Education or a related field
- At least two years of successful teaching experience
- Excellent knowledge of educational software
- Experience training teachers to utilize new software
- Familiarity with Microsoft Word and Google's educational platform
- Experience with 3-D printing, basic programming and robotics
- Experience integrating technology activities into the curriculum
- Ability to design effective differentiated learning activities

Application Process

Applicants should submit the following to Larissa Bauarschi at lbauarschi@ashrosary.org.

1. Cover letter indicating why they are particularly interested in and qualified for the position.
2. Current résumé.
3. Names, addresses and telephone numbers of three references. (We will obtain permission from candidates before contacting references.)

The Academy of the Sacred Heart is an equal opportunity employer. The goal of the Academy of the Sacred Heart is to hire and motivate an outstanding and diverse faculty and staff who work together harmoniously toward the common mission.