



Most Blessed Sacrament Catholic Church and School Classroom Teacher

Description of Employment

Most Blessed Sacrament of the Baton Rouge Catholic Diocese seeks a Classroom Teacher for its Elementary and Middle School. The successful candidate must be a catechist of the Catholic Faith and plan, organize, and implement appropriate instruction in an elementary or secondary learning environment that guides and encourages students to develop and fulfill their academic potential.

Employment Timeframe

Daily: The teaching position lasts beyond the 8-3 school day and requires teachers to complete paperwork, answer emails, and maintain student records when not in the classroom.

Annual: This position is contracted position, August 1 – July 31.

General Duties

- Create, plan, prepare, submit and deliver lesson plans and instructional materials that are aligned with Diocesan learning standards that facilitate active learning in grade level or area of teaching
- Ensure and monitor classroom management, discipline, and procedures, in and out of the classroom, by establishing rules and practices that are in accordance with school policies
- Use relevant technology to support and differentiate instruction
- Monitor and assess student progress and provide appropriate student feedback on work. Assessment should include classwork, homework, tests and other assignments.
- Maintain accurate and complete records of students' progress and development and record them in a timely manner.
- Participate in all required meetings
- Prepare and communicate required and necessary information regularly to students, colleagues and parents regarding student progress and student needs
- Prepare classroom for class activities by providing a variety of learning materials and resources
- Maintain a clean and orderly classroom
- Demonstrate the ability to work with students from diverse cultural, economic and ability backgrounds
- Provide student accommodations as required by the ACCESS program.
- Encourage parent and community involvement
- Provide information to parents when requested
- Promptly return phone calls and answer emails
- Provide duty coverage as scheduled and fill in when necessary.

Key Responsibilities

- Model the teachings of the Catholic Church always – All faculty and Staff members are Catechists of the Catholic Faith
- Follow, adhere, and support the policies of the MBS Parent/Student Handbook, MBS Faculty Handbook, and The Diocesan Administrative Manual
- Participate in mandatory and appropriate professional activities and professional development
- Participate in extracurricular activities such as student social activities, sporting activities, clubs, and student organizations
- Maintain teacher certification
- Complete MAT I and MAT II Classes
- Establish and maintain cooperative and effective working relationships with colleagues
- Report to work on a regular and punctual basis.
- Maintain professionalism & confidentiality



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Educational Requirements & Experience

- A Bachelor's Degree in Education/Certification in Primary or Elementary Education required. Alternate certifications will be considered.
- Must be able to pass a criminal background check with Louisiana State Police and complete all Child Protection requirements.
- Ability to meet the learning needs of students through differentiated instruction.
- Appreciation for and understanding of Elementary-aged students and an ability to develop positive relationships with students.
- Excellent classroom management skills that promote a positive classroom environment.
- Familiarity with technology or ability and desire to learn about technology for lesson design, lesson implementation, and recording student grades.
- Familiarity with using Chromebooks and Google Classroom in the classroom setting is a plus.
- An ability to communicate clearly and with appropriate empathy to students, parents, and colleagues.
- Collaborative spirit when working with colleagues within the same department across grade levels and within the same grade level across departments.
- Strong organizational skills and the ability to multi-task

Our School Mission

Most Blessed Sacrament Catholic School serves our Church, its families, and the community by nurturing Gospel values, academic excellence, and a lifetime of prayer and service.

Our Philosophy

- We believe the purpose of Most Blessed Sacrament Catholic School is to pass on the faith and heritage of Catholic tradition, promoting Gospel values throughout our educational environment.
- We strive to strengthen partnerships with our parents, the primary teachers of faith and values, as we work to develop the whole child - spiritually, morally, intellectually, socially, emotionally, and physically.
- We continually seek out a faculty called to the teaching ministry, who share a mutual responsibility for creating an environment that promotes spiritual and academic excellence for all our students.
- We strive to center our school community in worship, prayer, Catholic doctrine, service projects, and current educational pedagogy to equip our students to become mature, Catholic Christian young men and women and leaders for tomorrow's world.
- We seek to teach as Jesus did, in both word and example, nurturing the unique gifts of each member of our school community as members of the Body of Christ, living Sacraments to the world.

Submission Information

Please send cover letter and resume to CGioe@mbsbr.org. Application materials can also be sent to Attn: Cheri Gioe, Most Blessed Sacrament, 8033 Baringer Rd., Baton Rouge, LA 70817

MBS is an equal opportunity employer, offering employment without regard to race, color, religion, sex, national origin, age, or disability.