

# Diocese of Nashville

<https://dioceseofnashville.com/job/primary-grade-teacher/>

## Primary Grade Teacher

### Description

#### Primary Function

Under the direction of the school principal is responsible for supporting the Diocese of Nashville in its mission to evangelize and catechize youth in a Catholic School environment.

#### General Summary

Under the supervision of the Building Principal, the accepted candidate is responsible for teaching in the assigned classroom (grade level, subject matter, and designated schedule). The specific assignment will be dependent upon current faculty teaching assignment revisions and candidate's strengths. The teacher is responsible for fostering the spiritual, intellectual, social, and physical development of children engaged in the Catholic elementary school experience.

#### Essential Duties and Responsibilities

- Recognizes and supports the unique Catholic Mission of the school by speaking, acting, and instructing consistent with the teachings of the Catholic Church; a teacher may not espouse any doctrine inconsistent with the teachings of the Church.
- Gives evidence of lived Gospel values by being an active member of a faith community and being open to the importance of personal faith journey; strives to model the teaching of Jesus by attitude and example.
- Help build the school's faith community by a demonstrated willingness to participate in and plan school religious and service activities.
- Indicate an intentional approach to the school day by preparing for all elements of classroom instruction and interactions with students and colleagues.
- Demonstrate effective planning skills by preparing lessons designed to implement stated goals and objectives and by incorporating school and diocesan curriculum objectives in lesson plans.
- Demonstrate competence in teaching by demonstrating current, thorough knowledge of curriculum and subject matter and be able to communicate effectively with students; be able to organize classroom learning and materials to maximize student time on tasks as well as motivate student learning.
- Cooperate with the principal in developing instructional programs that meet the needs of the students.
- Develop and use effective methods of evaluation that are directly related to curriculum objectives and to concepts and skills taught; consistently and effectively evaluate student progress.
- Establish a consistent disciplinary approach which promotes self-direction and positive self image; set high standards for student behavior and manage inappropriate behavior effectively.
- Maintain a functional and pleasant learning environment.
- Cooperate with school and diocesan administration; work effectively with all staff members to promote positive relationships with students and parents.
- Demonstrate effective communication with parents concerning the progress of the students.
- At all times demonstrate professional responsibility in enforcing diocesan and school policies and regulations.

### Hiring organization

St. Michael Academy

### Job Location

Nolensville, TN

### Date posted

November 22, 2024

To apply, interested individuals should go to the following link: [St Michael Academy Inc – 2025-2026 Primary Grade Teacher](#)

- Maintain confidentiality of information, display sound judgment in dress and general behavior.
- Perform other duties as assigned, including, but not limited to, accepting responsibility for extra-curricular and co-curricular activities of the school.

## **Requirements**

### **Physical/Mental Requirements**

Requires coordination and manual dexterity, normal mental and visual ability; ability to lift as required in a normal office environment.

### **Required Activities**

Walking, sitting, standing, stooping, reaching, talking, handling, hearing, carrying, and keyboarding

### **Basic Qualifications**

- A working knowledge of and a strong commitment to the mission of fostering lay leadership in the Catholic Church. If a baptized Catholic, must be a practicing Roman Catholic in full communion with the Church
- Excellent communications skills including written, verbal, public speaking, and presentation skills
- Excellent human relations and interpersonal skills; must be a self-starter and be well-organized; must be a team player
- Be available for evening and weekend work as necessary; have reliable transportation
- Be able to manage multiple tasks simultaneously
- Proficiency in the use of computer technology including word processing and the use of Microsoft Office and related technology; ability to maintain confidentiality
- Flexibility in assessing needs and strategies and adapt appropriately in a ministerial environment
- The ability to successfully complete a criminal history and background check
- Professional bearing and clean and neat personal appearance

### **Education and Experience**

- A bachelor's degree in education or appropriately related field from an accredited university
- State of Tennessee Teaching Certificate

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