

Lial Catholic School

Spanish Teacher/Proctor

Lial Catholic School in Whitehouse, Ohio is currently seeking a faith-filled, multi-age Spanish teacher/proctor for our PreK 4-8th grade students. Lial is sponsored by the sisters of Notre Dame and sits on 94 beautiful, wooded acres with walking trails and lakes. Our educational philosophy is based on a multilayered approach to learning which encourages cooperation and collaboration amongst students and instills and heightens leadership qualities. Instruction is individualized to each student's needs, abilities and interests to maximize student competencies and skills for intellectual, emotional, physical, social, and spiritual growth toward a successful future. Lial's multi-age grade bands include Readiness (ages 4-6), Primary (grades 1-3), Intermediate (grades 4-5) and Middle School (grades 6-8).

General Summary: This part-time position (approx. 15 hours per week, Monday-Thursday, with some flexibility) is responsible for teaching Spanish to Readiness and Primary and the classroom management of online Spanish classes for Intermediate and Middle School.

Essential Duties and Responsibilities:

- Excellent classroom management skills for grades K-8.
- Ability to teach Spanish for grades K-3
- Basic computer skills, as this is an online Spanish program for grades 4-8 and teachers are live on the Clevertouch.
- Works closely with online Spanish teachers and the online program director
- Collaborate with and provide other classroom teachers the Spanish classwork they will need. (All worksheets and vocabulary lists are provided by the online Spanish program-proctor will need to choose the work, print and distribute to teachers.)
- Gradebook keeping for participation and work packets. The online program provides oral assessments for each unit.

Preferred Knowledge, Skills, and Abilities

- Teacher experience preferred.
- Knowledge of Spanish language.
- Basic computer knowledge and skills.
- At least 1 year experience working with children in a classroom setting.
- Ability to relate to staff, parents, and children in a positive manner.
- Ability to organize and prioritize work, be proactive, and resolve complex problems, follow through, and simultaneously manage multiple priorities.
- Ability to work in a respectful team environment with other school personnel.
- Successfully pass the required BCI/FBI background check prior to employment and every five years and maintain Child Protection requirements.