



## 5<sup>th</sup> Grade Job Description

Holy Cross Lutheran School is seeking a **Language Arts / Social Studies / Religion teacher** for the 2024–2025 school year. The teacher in this position will be responsible for providing instruction to students in fifth grade in alignment with Indiana ELA standards and working together with the intermediate school teaching team.

The ideal teacher has both a strong knowledge of ELA content as well as current best practices to meet diverse student needs. They will be able to design and facilitate engaging lessons utilizing formative assessment and guide instructions and provide ongoing student support and create a positive classroom environment.

Full-time, salaried position, salary depends on experience.

### Minimum Qualifications:

- Valid state department of education license/certificate appropriate for the position.
- Meets Highly Qualified Teacher (HQT) requirements (for core academic subjects).
- Meets all mandated health requirements.
- A record free of criminal violations that would prohibit public school employment.
- Demonstrates mastery of subject areas, commitment to improving instruction, and professional growth. Commitment to keep current with workplace innovations that enhance personal productivity.

### Essential Functions:

- Prepares the classroom or designated area for instruction. Teaches assigned classes.
- Maintains open/effective communications.
- Maintains a thorough understanding of subject matter. Organizes appropriate subject content and learning goals. Develops lesson plans that align with state standards.
- Evaluates the academic needs of students. Develops effective student educational experiences that engage and stimulate student learning. Varies instructional techniques to address diverse student learning styles.
- Communicates expectations, provides guidance, and shows an active interest in student progress. Helps parents/students understand program objectives and performance standards.
- Uses formal and informal assessment strategies to manage student learning and monitor progress.

- Encourages self-reliance, problem-solving, critical-thinking, creativity, and performance skills.
- Helps facilitate community participation in activities that enhance student learning.
- Maintains a positive learning environment. Provides appropriate student supervision.
- Collaborates with other staff. Shares knowledge and resources that enhance student learning.
- Evaluates student achievement/performance. Prepares progress reports.
- Consults with parents as needed (e.g., phone calls, E-mail, notes meetings, etc.).
- Proctors corporation testing activities as directed. Upholds state mandated security procedures.
- Upholds the student conduct code. Implements effective pupil management procedures.
- Participates in staff meetings, conferences, and other required school activities.
- Pursues growth opportunities that enhance professional performance.
- Performs other specific job-related duties as directed.

Email resume to Karen Geiger (kgeiger@hcl.info)