



Lower School/Middle School/Upper School Classroom Teacher

Reports to: Head of School/Division Head

Full/Part-time: Full-time / Salary / 10 months

QUALIFICATIONS:

- Bachelor's degree from accredited college or university
- Valid Texas teaching certificate with required endorsements for subject and level assigned
- Special Knowledge/Skills:
 - Specific knowledge of subjects assigned
 - General knowledge of curriculum and instruction
 - Ability to instruct students and manage their behavior
 - Strong organizational, communications, and interpersonal skills

JOB GOALS:

- Communicates with school, parents, and campus leaders
- Maintains an efficient and effective classroom with a pleasant and professional atmosphere.
- Fosters the positive relationship with the parents, community, and staff. Adheres to the mission of the school

MAJOR RESPONSIBILITIES AND DUTIES:

1. Develop and implement lesson plans that fulfill the requirements of Trinity's curriculum program and show written evidence of preparation as required
2. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned
3. Conduct assessments of student learning styles and use results for instructional activities
4. Use technology to strengthen the teaching/learning process
5. Conduct ongoing assessment of student achievement through formal and informal testing
6. Assume responsibility for extracurricular activities as assigned; sponsor outside activities approved by the campus principal; volunteer to coach PSIA/TAPPS
7. Be a positive role model for students
8. Support the mission of school
9. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students
10. Manage student behavior in accordance with Parent Student Handbook
11. Take all necessary and reasonable precautions to protect students, equipment, materials,

and facilities

12. Establish and maintain open lines of communication by conducting conferences with parents, students, principals, and teachers
13. Maintain a professional relationship with all colleagues, students, parents, and community members
14. Use effective communication skills to present information accurately and clearly
15. Demonstrate interest and initiative in professional improvement
16. Demonstrate behavior that is professional, ethical, and responsible
17. Keep informed of and comply with all school policies and Safeguarding God's Children
18. Attend and participate in faculty meetings and serve on staff committees
19. Adhere to the school's safety policies and procedures
20. Maintain confidentiality in the conduct of school business
21. Demonstrate regular and prompt attendance
22. Other duties as assigned

Qualified candidates should complete an online application for employment under "About" at <https://trinityschooloftexas.com/about/employment/> and attach a cover letter and résumé. You will receive an email confirming receipt of your application and additional details to complete the application process. Contact employment@trinityschooloftexas.com with any questions.

Trinity School of Texas does not discriminate in hiring and retention policies. Candidates of all races, creeds, colors, religions, and ethnic and national backgrounds are encouraged to apply for available positions and will be afforded fair and equal consideration for inclusion within the faculty and staff.