



Job Opening: Preschool Teacher

Vision Statement: CKS students will live the *Catholic faith* in a global society.

Mission Statement: Christ the King School develops Character, Knowledge, and Spirit in its students and community by living the Catholic faith through sharing the sacraments, promoting academic excellence, and engaging in service.

Information about CKS:

- The Cathedral school of the Diocese of Lexington is the largest elementary school in the diocese.
- Named a Blue Ribbon School in 2006.
- Founded in 1951 and was staffed by the Sisters of Divine Providence until 1985.
- Schools 520 students in grades PK3 through 8 and 95% of students are Catholic.
- Fr. John Stowe, OFM Conv., is the Bishop of the Diocese of Lexington.
- Fr. Paul Prabel is the Rector of Christ the King Cathedral.
- Mrs. Paula Smith, Ed.S., is the Principal of Christ the King School.

Personal and Educational Requirements:

- Be a practicing Roman Catholic (Preferred)
- Meet state approved standards for teacher certification
- Early Childhood Certification preferred
- Experience working with preschool children

Job Description:

The teacher functions as a member of a Catholic school faculty, supporting the philosophy and mission of the school and instructing students in assigned subjects and grade levels. The teacher is expected to support the religious dimension of the school and have capabilities in the areas of instructional design, classroom management and communication skills.

The teacher is under the direction of the principal in all school matters and is obligated to observe conscientiously all regulations of the local school to which she/he is contracted, as well as policies of the Catholic Schools Office.

Teacher Duties are as Follows:

1. Support the philosophy of Catholic education
2. Seek an understanding of, and implement the mission and educational philosophy of the local school.
3. Attend to related professional duties, including but not limited to:

- Ensures the opportunity for all students to learn and play in a supportive environment.
- Plan standards-driven lessons and activities for the purpose of providing students with age-appropriate instruction that addresses the needs of individual students.
- Fosters the educational, emotional, social, and physical development of each child.
- Prepares a variety of materials for the purpose of documenting student progress and meeting mandated requirements.
- Ability to track student progress toward objectives, expectations, and/or goals for the purpose of providing feedback to students, parents and administration.
- Has the ability to utilize problem solving techniques in order to achieve classroom objectives.
- Monitors students in a variety of environments for the purpose of providing a safe and positive learning experience.
- Ability to collaborate with faculty and staff, parents, and other stakeholders for the purpose of improving the overall quality of student outcomes and achieving established classroom objectives.
- Ability to recognize and implement age-appropriate disciplinary techniques to support individual student needs.
- Organize age-appropriate indoor and outdoor activities for the purpose of ensuring student participation in learning and development.
- Ability to maintain a healthy classroom environment and seek guidance when necessary.
- Maintain positive relationships with assistants, volunteers, and/or other personnel for the purpose of providing an effective classroom program.
- Serve on school committees.
- Other duties as assigned by the principal and/or administration.

Other:

- Maintains confidentiality
- Maintains accurate and complete records as required by law and school policy
- Communicate effectively in writing and speaking
- Use email, software, and other technology
- Maintain flexibility

Physical Demands:

- Lifting, carrying, pushing, and/or pulling
- Possible climbing and balance
- Stooping, kneeling, crouching, etc.