



Our Lady Star of the Sea School
PO Box 560, 90 Alexander Lane
Solomons, MD 20688
(410) 326-3171
olssschoo@comcast.net

JOB DESCRIPTION

Position Title: Spanish Teacher

Location: Our Lady Star of the Sea School, 90 Alexander Lane, Solomons, MD 20688

Position Type: Part-time, Non-Exempt

Reports To: Principal

Hours: Up to 20 hours per week

Job Description:

- Plan and deliver engaging Spanish lessons that align with the Archdiocese of Washington Academic and Religious Standards
- Utilize standardized test scores and other forms of assessment to adjust lesson plans and inform instruction
- Deliver a balanced program of instruction incorporating direct instruction, guided instruction, individual/group practice, questioning, demonstration, and discovery
- Administer assessments to determine if instructional objectives are being met and use data to differentiate instruction
- Assign class and homework that supports lesson objectives and reinforces the learning process
- Establish classroom procedures and maintain a positive learning environment based on mutual respect and cooperation
- Communicate with parents and administration regarding student progress and maintain a grade book that reflects students' progress
- Foster and support Catholic beliefs, traditions, and practices, and tenets of the Catholic faith

Non-Instructional Duties

- Perform duties such as carline supervision, recess supervision, lunch supervision, and classroom teacher substitution, sponsor clubs and other school activities
- Attend Home and School Association meetings and other after-hours school events
- Participate in all required faculty and professional development meetings.

While a conscientious effort has been made to include all duties and expectation of the Archdiocese of Washington elementary school teacher assistant, the above is not all inclusive and the position's duties may be expanded or modified at the discretion of the classroom teacher or principal.

Qualifications:

- Associate's degree required; Bachelor's degree preferred
- Current teacher certification preferred
- Knowledge of child development and supervision
- Experience teaching in an elementary school setting preferred

Application Info:

Please email resume and cover letter to Mrs. Jennifer Thompson, Principal, at principal@olsss.org