



Catholic Diocese of Evansville
Catholic Schools Office
4200 N. Kentucky Ave • P.O. Box 4169
Evansville, Indiana 47724-0169
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Web Address: www.evdio.org

School Name: [Reitz Memorial](#)

Contact Name: [Christian Mocek](#)

Contact Phone Number: [8123030007](#)

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Date Posted: [11/7/2023](#)

Date Closed: [11/25/2023](#)

Job Type: [Certified/Licensed](#)

Employment Type: [Full-Time](#)

Title/Position: [Teacher](#)

Grade Level/Subject Area: [Math](#)

Start Date: [1/1/2023](#)

Job Description/Responsibilities:

- [Ensure students achieve learning outcomes that are above average in the subject of Math by instructing in a clear, concise and fun way, and regularly preparing lesson plans that are engaging and incorporate the curriculum](#)
- [Incorporate the school's objectives into your curriculum by remaining up to date with mission and initiatives](#)
- [Attend staff development opportunities to improve your skills and receive help and feedback from colleagues](#)
- [Regularly communicate with parents and legal guardians regarding child's performance, track and record student progress and keep records up to date for progress reports and report card conferences](#)
- [Review curriculum needs and execute plans for improvement, and provide tutoring and additional support](#)
- [Act as a role model by making your students feel motivated while maintaining an approachable personality](#)
- [Attend school events to better understand student interest and personalities outside of the regular classroom, build strong relationships with your students and aid in the strengthening of their self-confidence while inspiring them to achieve high goals](#)
- [Perform other duties and tasks as assigned](#)

Qualifications:

Required Skills:

- [Expertise in the field of Math](#)
- [Experience teaching in a classroom environment](#)
- [Ability to communicate effectively with all staff and colleagues](#)
- [Flexibility and high adaptation skills to work successfully in an unpredictable school setting](#)

Organization and communication skills

Education Requirements:

- Bachelor's degree from an accredited college or university in education or related field**
- Must hold or be eligible to obtain a valid Indiana Teaching License**

Additional Instructions:

Application Instructions:

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at csso@evdio.org.

Application Packets can be downloaded from the Diocese of Evansville website.

Certified Teacher Application <http://www.evdio.org/certified-employee-application-instructions.html>

Non Certified Application <http://www.evdio.org/non-certified-employee-application-instructions.html>

Bus Driver Application <http://www.evdio.org/bus-driver-employee-application-instructions.html>