



ST. JOHN'S PREP

Per Diem Substitute Teacher

About St. John's Prep

St. John's Prep is an inclusive, Catholic, Xaverian Brothers Sponsored School for young men in grades 6 through 12. Founded on the Xaverian values of compassion, humility, simplicity, trust, and zeal, we educate students to be, do and stand for good in the world. We enroll approximately 1,500 students from more than 90 communities in Massachusetts, New Hampshire, and Maine.

Position Overview and Responsibilities

- Implement lesson as prepared by the classroom teacher or create lesson plans in absence of a prepared lesson.
- Maintain a classroom environment conducive to learning.
- Enforce school policies as outlined in the Student Handbook.
- Completing administrative tasks (i.e. attendance, distribution and collection of classroom materials, et.) and prefect duties as needed (i.e. lunchroom, study hall, recess, etc.)
- Maintain professional boundaries and appropriate confidentiality on campus and beyond related to work with students.
- Other duties as requested by the teacher/Principal.

Education and Experience

- Bachelor's Degree
- Prior teaching experience or youth related work preferred
- Ability to engage students in grades 6-12 productively in and out of the classroom environment

Substitute employees are as needed, on-call, day-to-day basis and are not guaranteed work on a regular basis. There are no benefits associated with substitute employment.

St. John's Prep is committed to building a diverse and inclusive campus community. We welcome applications from underrepresented groups. We seek applicants who demonstrate a commitment to multiculturalism and diversity that is manifested in classroom practice, student engagement, interpersonal communication, and curricular decisions. For more information about our academic, spiritual and student life programs, please visit www.stjohnsprep.org.

Interested candidates are asked to send a cover letter and résumé to Tracii Schaeublin, Assistant Head of School for Human Resources, at tschaeublin@stjohnsprep.org. Please, no phone calls.

Posted August 2022