



**HISTORY:** Founded in 1909 by the Sisters of St. Dominic from Newburgh, NY, the teachers and staff at Immaculata have long served students from many backgrounds and of various faiths from the Durham community and beyond. The Sisters believed that a Catholic education that demands academic excellence should be available to any family who sought such a foundation. More than a century later, Immaculata continues its legacy by educating students with the same focus and mission.

**MISSION:** The mission of the Immaculata Catholic School family is to build a community of learning under the patronage of Mary, the mother of Jesus. Relying on Gospel teachings and values, we view learning as a lifelong endeavor to grow spiritually, intellectually, socially, aesthetically, and physically. We commit to live as disciples of Jesus Christ and to be responsible citizens of the world.

**ROOT BELIEFS:** Immaculata operates on the following root beliefs:

- Every person is a beloved and unique child of God.
- Our diversity strengthens and unites us.
- God is present in all that we do.
- Like a family, ICS is a safe, loving and supportive place.
- Everyone can learn, and we are learning all the time.

**CORE VALUES:** IMMACULATA WAY OF LIFE (RISE)

Character development, faith formation, and academic excellence are inseparable at Immaculata Catholic School. All members of the Immaculata community are expected to embrace the following governing principles which promote our way of life:

- **Respect** God, self, and others. Recognize that every person has worth and act accordingly. Treat all people and all life with dignity.
- Be a person of **Integrity**. Always tell the truth and be responsible for your thoughts and actions.
- Live a life of **Service**. Ask, "What can I do for others?" Strive to use your gifts to make the world better for everyone.
- Produce **Exemplary** work. Show that you care for God, yourself, and others by consistently doing your best.

## **JOB DESCRIPTION**

### **Position: Middle School Mathematics Teacher**

The middle school math teacher is responsible for educating our middle school students in mathematics. As a member of a wider middle school faculty, the math faculty will be called upon to help faculty and students find mathematics studies appealing, engaging and life-giving. To be successful in this critical mission, the middle school math teacher must be capable of establishing positive, strong relationships with the middle school student population to inspire in them a love mathematics and how math learning enriches the human experience. As STEM team-members, all middle school faculty must also be open to high levels of collaboration, creative co-planning and flexibility.

The middle school math teacher accepts the professional responsibilities of a teacher, including but not limited to planning lessons and preparing instructional materials based upon the identified Diocese of Raleigh curriculum standards, attending meetings, serving on faculty committees, communicating with parents and administration, and maintaining positive relationships with peers, students, parents, and administration. Accordingly, this faculty member will:

- Accept the mission of the school as articulated at the Diocesan, school, and parish levels.
- Implement the educational mission, philosophy, goals, and objectives of the school.
- Demonstrate excellent oral and written communication skills to form successful partnerships with colleagues, students, parents, and Administration.
- Collaborate with MS faculty, MS division head, and administration to perform additional duties as needed.

### **Key Responsibilities / Day-to-Day Job Functions**

- Plan and execute middle school math lessons based on the Diocese of Raleigh curriculum (Middle School, 6th-8th)
- Organize and plan homeroom activities for students in a single homeroom.
- Coordinate and plan both curricular and extra-curricular activities with teacher teams at grade-level and division, including middle school electives.
- Communicate clearly to students and parents.
- Create a positive classroom environment that encourages social, emotional, and academic growth.
- Assess student progress and adapt instruction to meet diverse learning needs.
- Collaborate with colleagues to support a cohesive K-8 curriculum and participate in school-wide initiatives.

### **Minimum Requirements**

- Minimum level of Education: Bachelor's Degree
- Minimum amount of Teaching Experience: 0-2 years
- NC Teaching License (or clear path to licensure)

---

**Preferred Qualifications**

- Advanced Degree in Education or Mathematics Studies
- Spanish Speaking Proficiency

**Job Type:** Full-time; 10-month

**Salary:** Salary commensurate with education and experience.

**Benefits:**

- 401(k)
- 401(k) matching
- Dental insurance
- Employee discount
- Flexible spending account
- Health insurance
- Health savings account
- Life insurance
- Paid time off
- Vision insurance

**Schedule:** Monday to Friday

**Education:** Bachelor's (Required)

**Experience:** Teaching: 1 year (Preferred)

**Work Location:** In person