

Diocese of Arlington
Job Description

Teacher

I. CHRISTIAN/PROFESSIONAL FORMATION

1. Keeps abreast of current trends in education
2. Fulfills requirements for obtaining and maintaining
Religion Certification
Va/VCEA Certification
3. Witnesses to the philosophy of Catholic education established by the Diocese of Arlington and the local school.

II. INSTRUCTIONAL PERFORMANCE

1. Demonstrates competence in subject matter in implementing Diocesan Curriculum Guidelines
2. Specifies clear and appropriate learning objectives
3. Evaluates student progress fairly and effectively
4. Uses a variety of effective instructional techniques
5. Teaches in a manner that invites students to think critically and creatively

III. MANAGEMENT STYLE

1. Establishes and maintains effective discipline
2. Assumes responsibility for care of classroom, materials and equipment
3. Displays promptness and accuracy in assigned responsibilities
4. Communicates effectively in speech and writing

IV. INTERPERSONAL RELATIONSHIPS

1. Interacts with students in a manner consistent with Catholic values
2. Cooperates with administration
3. Interacts with parents in a manner that is professional and reflective of Catholic values
4. Interacts with other members of the school community in a way that is professional and reflective of Catholic values
5. Willingly complies with policies and guidelines of the Diocese, the Office of Catholic Schools and local school