



Mater Dei Juan Diego Academy  
1615 Mater Dei Drive, Chula Vista, California 91913  
[info@mdjda.org](mailto:info@mdjda.org)  
(619) 423-2121 x 131  
[www.mdjda.org](http://www.mdjda.org)

**Position Title: Elementary School Teacher, 10 Month Contract (Bilingual Preferred but not required)**

**Hours:** Full time

**Supervised by:** Principal

**FLSA Status:** Exempt

**Position Summary:**

**Teacher in a Dual Language Immersion Program: 50/50 English-Spanish Immersion Program**

The teacher services the school in an instructional capacity and performs the specific duties assigned by the Principal of the school.

**Primary Responsibilities:**

- As part of Dual Language Program: Teacher will conduct instruction in English
- Provides grade appropriate instructional program including:
  - a) Lesson planning
  - b) Classroom preparation
  - c) Assessment of each student's performance
- Provides grade appropriate extended or enrichment opportunities
- Supervises students
- Participates in faculty meetings, school committees, and in-services
- Attends other school functions and activities as necessary
- Other duties as assigned

**Qualifications:**

- Must have basic understanding and acceptance of Catholic School philosophy, goals and objectives
- Must have necessary background and training in elementary school level / education methods and subject areas
- Must have an understanding of child development and skills necessary to relate to the students being taught
- Must have appropriate control and discipline techniques which will enhance the learning environment
- Must work cooperatively with the school and staff
- Excellent people skills and professional demeanor
- Bilingual, English / Spanish preferred but not required
- Bilingual Education / Dual Language Program Experience Preferred

**Education & Experience:**

- Must have the following education training and experience:
  - a) BA or BS
  - b) Successful experience in student teaching or classroom teaching
  - c) Appropriate certification
  - d) Positive references and recommendations
  - e) Clear criminal background check

SALARY: DOE

# PRE-APPLICATION STATEMENT FOR EMPLOYMENT IN THE CHURCH

## Diocese of San Diego

The Church needs the service of dedicated lay persons who have a clear knowledge and proper understanding of the teachings of the Church with a firm adherence to those teachings, and whose words and deeds are in conformity with the Gospel. Those employed by the Church in our parishes, Catholic schools and other institutions, as co-workers in the vineyard of the Lord, are rightly expected to be practicing Catholics whose faith is an essential part of their daily lives, and who participate fully in the communal worship and life of the Church.

To be employed by the Church, persons of good faith who are not Catholic must have an understanding of the Catholic Church and her teachings and respect the Catholic vision on important social, moral and ethical issues.

The Catholic Church has a special commitment to the poor, the oppressed and the immigrant. It is committed to promoting a "Culture of Life" from the moment of conception to the moment of natural death. It believes in the inherent dignity of the human person, created in the image and likeness of God, and possessing basic rights endowed by God, including the right to life, the right to religious liberty, and the right to be treated justly with dignity and respect. It believes that conjugal love and human procreation are gifts from God to be shared only by those joined in marriage as established by God himself. It believes that all persons are called by God to live chaste lives by virtue of their own dignity and according to their state of life. It believes in the rights of workers to just working conditions, to just wages and benefits. It opposes all forms of oppression and exploitation, including racism, sexism, pornography, sexual abuse and harassment, and unlawful discrimination.

Persons who do not respect the teachings of the Church, either by virtue of their own objections or disbelief, or by virtue of their lifestyle choices or public conduct, do not meet the basic criteria to work in the Church.

*After you have carefully reflected on what is contained in this Pre-Application Statement, if you are interested in seeking employment in a parish, school or Pastoral Center of the Diocese of San Diego, please complete the Pre-Application Acknowledgment.*

### PRE-APPLICATION ACKNOWLEDGMENT

By signing below, I acknowledge that I have read the Pre-Application Statement of the Diocese of San Diego and understand how the beliefs and teachings of the Catholic Church impact lay employees. I wish to apply for employment with full understanding that if my application for lay employment results in my being hired I will be subject to standards of conduct that incorporate the beliefs and teachings of the Catholic Church and that these expectations will be a material condition of my employment.

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Candidate Name

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Signature

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Date