



De Marillac Academy

Enter to Learn. Leave to Serve.

Associate Teacher

POSITION

De Marillac Academy's Associate Teacher Program is designed for a wide range of applicants including non certified teachers, recent college graduates, professionals from non teaching backgrounds, and anyone considering teaching as a profession. Associate Teachers at De Marillac Academy learn foundational skills for a career in education including classroom management, curriculum and lesson plan design, family and colleague communication, and supervision and restorative justice skills. As full members of the DMA faculty, associate teachers are mentored and learn from their peers while acquiring a toolbox of educational approaches centered in Catholic Social Teaching, Social-Emotional Learning, and California Common Core standards. Associate Teachers receive personal and financial support to attain their teaching credential.

KEY RESPONSIBILITIES

Planning and Teaching

- In support of the lead teacher, utilize a variety of teaching methodologies to create an engaging and safe classroom setting;
- In support of the lead teacher, ensure student academic success by providing differentiated instruction;
- In support of the lead teacher, develop and implement classroom community activities;
- Serve as a primary substitute and prefect
- Plan, teach, and maintain grades for PE.

Academic Resource Program

- Support the lead teacher in meeting Academic Resource Program (ARP) accommodations for ARP students by monitoring, and evaluating student progress toward student goals.

Classroom Management

- In support of the lead teacher, maintain effective classroom management and cultivates an atmosphere conducive to learning;
- In support of the lead teacher, monitor student socio-emotional health and well-being and partner with students, families, and administration to develop healthy relationships, self-care, and emotional regulation;
- Maintain school expectations of student behavior and classroom environment utilizing restorative justice practices.

Meetings and Events

- Participate in all aspects of school life including weekly meetings, coaching sessions, school events, school Masses, professional development and faith formation opportunities.

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Skills and Abilities

- Openness to embracing and promoting the Lasallian Vincentian mission and identity of De Marillac Academy
- Uphold and live out the values of De Marillac Academy's Community Covenant.
- Foster a culture of philanthropy at De Marillac Academy by greeting visitors, hosting classroom visits, and participating in Development events.
- Commitment to social justice and educational equity
- Ability to keep confidential information
- Model a culture of learning and professionalism at De Marillac Academy.
- Strong interest in building community and fostering relationships
- Energetic, flexible, resourceful, and a sense of humor

Working Conditions & Physical/Other Requirements

- Prefects and supervision of students during breaks/lunches, community time, and enrichment activities, as assigned
- Assist in emergency teaching needs, as needed
- Participate in school sponsored events and activities
- Perform any other related duties as assigned by the Principal or other appropriate administrator
- Requires some long hours working at the computer
- Proficient in Microsoft 365 products, Google Suite, and Google Classroom,
- Some evening and weekend responsibilities
- Ability to lift 30 pounds

THE ORGANIZATION:

De Marillac Academy exists to honor and celebrate the unique gifts and talents of our students, so that they find their voice, reach their potential and serve the community. Grounded in family partnerships, our all-scholarship fourth through eighth grade Catholic education serves the heart of the Tenderloin and beyond. Through the graduate support program, we continue to provide educational, personal and financial support to each of our students and families.

De Marillac Academy opened in 2001 as an independent, Lasallian Vincentian Catholic school with a class of nineteen sixth graders. Today De Marillac serves 110 fourth through eighth grade students, 300 alumni through the Graduate Support Program, and 277 school families.

OUR MISSION

Inspired by the inherent and unique gifts of our students and graduates, De Marillac Academy, located in the Tenderloin neighborhood of San Francisco, ignites academic, spiritual, and social emotional growth through a Lasallian Vincentian Catholic educational experience.

In partnership with families and community, through an all-scholarship 4th-8th grade Academy and Graduate Support Program, we accompany our students through middle school, high school and into early adulthood, as they develop a strong sense of self, purpose, and service to others.

COMPENSATION:

\$54,000 - \$66,000 depending on qualifications and experience. A comprehensive benefits package is provided. Other incentives include year-long professional development, financial support towards higher education and credentials, spiritual formation and retreat days.

START DATE

Position anticipated to begin August 2, 2024.

APPLICATION PROCEDURES

Please email a cover letter and resume to hr@demarillac.org. Professional references and letters of recommendation will be required for the final phase of our hiring process.