



Mother Caroline Academy and Education Center
Full-Time School Physical Education (P.E) Teacher Job Description
for 2023-24 Academic Year

Mother Caroline Academy (MCA) seeks a full time Physical Education (P.E) teacher for the 2023-24 Academic year, with a July 1, 2023 start date. This P.E teacher will serve as full-time staff five days a week from approximately 7:30am-4:00pm and will be asked to coach, teach, and facilitate/schedule or coordinate on-site and off-site sporting events for MCA students.

Responsibilities for P.E Teacher:

- Provide teaching in the areas of physical education at grade levels 3-8
- Show evidence of adapting and differentiated instruction for all students and a classroom forum for holistic growth.
- Staff duties as needed
- Develop and maintain genuine, positive and consistent communication with parents.
- Contribute to and benefit from the MCA community.
- Practice professionalism through ongoing professional development, reflection and continuous improvement.
- In addition to subject matter tutoring and teaching, this position includes significant student mentoring.
- Other duties as assigned.
- Maintain classroom and shared spaces as conducive to teaching, learning, and working.
- Attend and participate in school trips.
- Maintain mature and age appropriate judgment and boundaries.
- Follow accident & illness procedures.
- Participate in all safety drills, including fire, lockdown and evacuation.
- Represent the school and what it stands for positively at public events, admissions events, community events, development events, etc., some of which take place outside of the regular school day and calendar.

- Develop and sustain relationships with colleagues that benefit their students and further one another's professional growth.
- Develop and sustain relationships with parents that support each student's well-being and increasing autonomy.
- Serve as a role model for students and colleagues.
- Affirm and defend the dignity and worth of each member of the community and maintain an environment that fosters respect.
- Other duties as assigned by Supervisor

Qualifications for P.E Teacher

Education

- Minimum: Bachelor's degree
- Preferred: Master's degree

Experience

- At least 2-3 years' experience in teaching in an academic setting at the middle school level in an urban setting
- scaffolding and differentiation of content and skills, including executive functions.
- classroom organization and management.
- innovative and project-based curriculum design and pedagogy.
- multicultural curriculum design and pedagogy.
- collaboration with colleagues.

Knowledge, Skills and Abilities

- demonstrated ability to prepare cohesive teaching units and daily lesson plans.
- knowledge of best practices in multicultural curriculum and pedagogy.
- demonstrated skill in working with students and colleagues from diverse backgrounds.
- ability to apply best practices for integrating technology into curriculum and pedagogy.
- ability to implement problem-based learning and assessment.
- an understanding of the value of working cooperatively and collaboratively with adults in a team-based setting and the ability to do so.
- ability to work independently.
- ability to communicate tactfully, thoughtfully, and in modes appropriate to the audience.
- a commitment to one's own learning and professional development

MCA School Hours:

Daily 7:30 am-4:00 pm

Vacations and school closures generally follow Boston Public Schools.

Compensation:

\$50K annual salary

How to Apply:

Please send a resume, cover letter, and a list of three references to: aquezada@mcaec.org

Annmarie Quezada, Head of School
Mother Caroline Academy & Education Center
515 Blue Hill Avenue, Dorchester, MA 02121

After we receive your information, you will be contacted about next steps.