



Saint Mary Interparochial School

Fifth and Locust Streets
Philadelphia, PA 19106

Job Posting: Seventh Grade Teacher Job Description (Full Time)

Position	Faculty (Full Time): <ul style="list-style-type: none">• Seventh Grade Homeroom Teacher<ul style="list-style-type: none">○ 7th Grade Religion○ 7th and 8th Grade ELA○ 7th Grade Science
Start Date	August 2025
Schedule	Monday - Friday: 7:00 AM to 3:00 PM This position requires some weeknights, weekends, and summer planning meetings. (10 month position)
Reports	Principal

About Saint Mary Interparochial School:

Founded in 1782, Saint Mary Interparochial School is a 2023 and 2016 National Blue Ribbon School of Excellence serving over 250 students from Kindergarten through Eighth Grade. Located in the heart of the Philadelphia historic district, Saint Mary Interparochial School challenges its diverse student body to grow morally, academically, and socially into passionate, confident, and Christ-centered leaders.

Saint Mary Interparochial School supports 250+ students and 25 staff in a three-story building that primarily consists of classrooms and offices and includes a kitchen, cafeteria, gym, and rooftop. We seek a full-time staff member to join our team and support our school's mission. Saint Mary offers a comprehensive benefits package that includes health insurance and a 403b retirement plan. Saint Mary is an equal opportunity employer.



Teachers at Saint Mary Interparochial School serve as mission-driven Catholic educators who plan, deliver, and assess instruction that nurtures the spiritual, intellectual, social-emotional, and academic growth of each student. In alignment with the Archdiocese of Philadelphia curriculum guidelines, Pennsylvania standards, and school standards, teachers create engaging lessons rooted in best practices, inquiry, and real-world application. Teachers are expected to integrate Catholic values into all aspects of their instruction and classroom culture, foster a positive learning environment, and model professionalism and faith in both conduct and communication.

Responsibilities

- Plan and implement standards-aligned lessons that incorporate various instructional strategies and learning modalities to meet the needs of all students.
- Integrate real-world applications, critical thinking, problem-solving, and inquiry-based learning to enhance student understanding and engagement, specifically the 4C model in Communication, Collaboration, Critical Thinking, and Creativity.
- Incorporate Catholic values, prayer, and faith formation into the classroom environment and instructional practices.
- Use a combination of formative and summative assessments to monitor student progress and inform instruction; maintain accurate records of grades, attendance, and academic performance.
- Create a respectful, inclusive, and structured classroom environment that supports student success and reflects the mission of Saint Mary Interparochial School.
- Utilize appropriate educational technologies and digital tools to support high-quality instruction, clear and consistent communication, and support student learning.
- Differentiate instruction and accommodations to support students with diverse learning needs, including those with evaluations and support services.



- Collaborate with colleagues across grade levels and subject areas to align curriculum, share best practices, and support interdisciplinary instruction.
- Attend and actively participate in faculty meetings, professional development sessions, school events, and required liturgical celebrations.
- Communicate regularly and professionally with students, families, and school staff in a manner that is respectful, constructive, and aligned with school policies.
- Submit lesson plans, input student grades, review student data, and complete all required documentation and email correspondence in a timely, accurate, and professional manner, in accordance with school policies and deadlines.
- Maintain professional boundaries, uphold confidentiality, and demonstrate appropriate tone, conduct, and dress in accordance with the policies set forth by Saint Mary Interparochial School.
- Adhere to the Saint Mary Interparochial School's policies regarding punctuality and attendance; consistently report to work on time and avoid unexcused absences. Notify administration promptly in the event of illness or emergency, and ensure that appropriate coverage plans and materials are in place when absent.
- Remain current with emerging educational trends, research-based teaching strategies, curriculum developments, and best practices in instruction and assessment. Actively engage in ongoing professional development to enhance instructional effectiveness and student outcomes. Maintain up-to-date knowledge of Archdiocesan guidelines, school policies, and academic standards to ensure alignment with the mission and expectations of Saint Mary Interparochial School.
- Perform other related duties as assigned by the administrative team in the best interest of the school and student community.

Qualifications and Skills:

- Bachelor's Degree Required
 - Bachelor's degree in Education or related field (preferred)



- Valid Pennsylvania Instructional Certification (preferred)
- Demonstrated understanding of instructional planning, student engagement strategies, and data-driven instruction.
- Subject-area expertise and a deep understanding of content, materials, and pedagogical methods relevant to the assigned grade level.
- Demonstrated competence in planning and delivering differentiated instruction to meet the diverse needs of all learners. Skilled in facilitating whole group, small group, and one-on-one instruction based on ongoing student assessment.
- Practicing Catholic preferred; committed to supporting the mission of Catholic education.
- Strong communication, organizational, and time management skills, with the ability to meet deadlines, manage required documentation, and maintain accurate records
- Proficiency in using educational technology and instructional software to enhance student engagement and learning outcomes.
- Proven ability to maintain professionalism, confidentiality, and effective working relationships with students, colleagues, families, and administration.
- Commitment to continual growth through professional learning, collaboration, and reflective practice.
- Employment is contingent upon the results of a Pennsylvania Criminal Background Check, Pennsylvania Child Abuse Clearance, and FBI Fingerprinting. All employees are required to hold a Protecting God's Children and Safe Environment Training by the Office of Child and Youth Protection for the Archdiocese of Philadelphia.

Contact Person: Denise Pimpinella, Acting Principal

Contact Email: dpimpinella@saintmarys.us

Please download the **Elementary Teachers Application Packet along with the application packet for the complete Credential Requirements for Elementary Teaching.**