



The Sacred Heart School of Montreal
3635 Atwater - Mtl, QC - H3H 1Y4
514-937-2845 - sacredheart.qc.ca

The Sacred Heart School of Montreal is an All Girls English Catholic high school in Montreal. Located in downtown Montreal, its mission is to nurture the mind, body and spirit of each student in a supportive and caring environment. The School is part of a worldwide network of 151 schools across 40 countries, all of which share common goals, mission and philosophy.
<https://www.sacredheart.qc.ca/philosophy-goals/>

TITLE: Physical Education Teacher
(1-year replacement)

REPORT TO: Director of Academics
Assistant Head of School

STATUS: Full-Time, Temporary

SALARY: In accordance with the
teachers' scale in the public sector

BENEFITS: Free parking space,
pension, group insurance and vacation

START DATE: August 19, 2024

Please send your cover letter and
CV at : hr@sacredheart.qc.ca.

The Sacred Heart School of Montreal is an equal opportunity employer and subscribes to the Programme d'accès à l'égalité en emploi.

We thank all candidates for their interest in this position but only candidates selected for an interview will be contacted.

The selected candidate must undergo a satisfactory background check performed by the Montreal Police Department



POSITION OVERVIEW:

Responsible for teaching and coaching students according to the educational needs, abilities and attainment of potential of the individual students entrusted in their care.

KEY RESPONSIBILITIES:

INSTRUCTION:

- Create a stimulating learning environment by using adaptive and creative teaching methods and instructional materials
- Incorporate technology and active learning strategies into lesson plans to meet students varying needs
- Engage and encourage students in the learning process, provide them with guidance and advice to help them succeed academically
- Assign and correct homework, quizzes, tests and projects in a timely manner
- Evaluate and report students' academic progress in a timely manner
- Give prompt and constructive feedback to students (and parents as required)
- Update tests and assignments

EXTRA-CURRICULARS & SUPERVISION DUTIES:

- Lead and/or supervise extra or co-curricular activities such as sports & athletics and clubs
- Perform supervisory duties in the morning, at recess or during lunch hour
- Perform supervisory duties during special school activities
- Enforce code of conduct and proper etiquette expected in students and enforce school policies consistently and fairly (uniforms, table manners, acceptable behavior, etc.)

OTHER DUTIES:

- Support and follow school policies and procedures
- Take attendance in a timely manner
- Substitute for other teachers when possible and during assigned emergency period(s)
- Attend meetings
- Collaborate with other teachers to increase student learning and to share information, resources and ideas
- Participate in professional development activities
- Perform other duties as required

EDUCATION, EXPERIENCE & SKILLS

- Bachelor of Education combined with subject-related Bachelor's degree and/or Masters of Arts in Teaching & Learning (MATL)
- Quebec Teaching permit (brevet) preferred
- Experience teaching high school students Experience teaching adolescent girls (asset)
- Excellent interpersonal skills (ability to engage and interact effectively with students, parents, faculty and staff)
- Excellent communication skills (ability to actively listen to students, parents, faculty and staff)
- Excellent teamwork skills (ability to work collaboratively and collegially with other members of faculty and staff)
- Bilingualism
- Proficiency with Google Suite for Education (asset)
- Professional manner
- Strong sense of discretion and confidentiality
- Positive, "can-do" attitude