



# SAINT FRANCES CABRINI PARISH

1025 South 7th Avenue; West Bend, WI 53095

262-338-2366

[saintfrancescabrini.com](http://saintfrancescabrini.com)

## Saint Frances Cabrini School Position Description

**Position Title:** Elementary Teacher  
**Compensation:** Based on annual Archdiocesan personnel survey and personnel committee recommendation  
**Status:** Full Time August Thru June  
**Department:** Grade School

### Primary Function of This Position:

The teacher will teach using Archdiocesan Learning Standards to educate our students in a loving and nurturing way.

### Major Responsibilities and Regular Activities:

- Develop and maintain a constructive and ongoing rapport with children and parents
- Create and implement lesson plans that are fun and educational for the students
- Collaborate with other teachers to ensure that the school fosters an environment that is inviting and nurturing for every child
- Deliver reports on potential concerns about students as needed
- Manage day-to-day classroom activities
- Building students' knowledge of Christ in the Catholic tradition including the sacraments of Communion and Reconciliation.

### Skills and Knowledge Required:

- State of Wisconsin licensure or licensure plan required
- Knowledge of technology and applicable programs
- Positive attitude
- Knowledge of Grade Level Academic Standards
- Catholic (preferred)
- Bachelor's degree
- Collaborative attitude
- Strong communication skills
- Student data analysis skills

**Supervision:** This position reports to the principal.  
This position supervises none.

**Preferred Start Date:** August 22nd

Please submit cover letter, resume and references via email to Principal Will Waech

[wwaech@wbparishes.org](mailto:wwaech@wbparishes.org)

*This position description is intended to describe the general nature and level of work being performed by the person(s) assigned to this position. It is not intended to be an exhaustive list of all responsibilities, activities, and skills required of the job and people in the job.*

**KNOW HIM. LOVE HIM. SERVE HIM.**

**SAINT FRANCES CABRINI SCHOOL**

262-334-7142

[school.saintfrancescabrini.com](http://school.saintfrancescabrini.com)

**LITTLE SAINTS EARLY LEARNING CENTER**

262-384-3210

[school.saintfrancescabrini.com/little-saints](http://school.saintfrancescabrini.com/little-saints)