



**ARCHDIOCESE**  
**OF PORTLAND IN**  
**OREGON**

**Department of Catholic Schools Job Posting**

Position title: **Music Teacher**

Job Submitted: 3/27/2018 7:34:00 PM

Job ID: **964916**

Principal or Contact Person: **Debbi Monahan**

School Name: **St. Clare School**

Address: **1807 SW Freeman St.**

City, State, Zip: **Portland OR 97219**

Contact email: **dmonahan@stclarepdx.org**

Contact Phone: **503-244-7600**

Position title: **Music Teacher**

Position Start Date: **8/27/2018**

Catholic required/preferred: **Catholic preferred**

Full or Part-time: **Part-time**

Does this position require a teaching license? **Yes**

Grade(s): **Other**

Subjects: **Music**

Closing date: **Open until filled. Interviews will begin April 23**

St. Clare School School seeks an inspiring music teacher who is responsible for teaching music education to students in grades 1-8. This educator guides students to grow in their enjoyment, appreciation, and performance of music through a variety of planned music experiences which include singing, moving to music, playing instruments, listening to music, and performing other duties directly related to this job description.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Supports the mission of St. Clare School to be a "Catholic, parish-school community, rooted in Gospel values and dedicated to the spiritual and educational development of the whole child"
- Teaches general music to 1st-8th grade including harmony, appreciation, history, and ensemble
- Utilizes repertoire of all types of music literature, including traditional and contemporary that are appropriate for the ages and skill levels of students.

- Provides opportunities for music ensembles including choir and the Christmas program performance
- Differentiates music curriculum to meet the needs of diverse learners
- Plans a balanced music program and organizes daily class time so that preparation, rehearsal, and instruction can be accomplished within the allotted time
- Develops and refines music curriculum based on Archdiocesan standards of creating, performing, and responding
- Establishes and maintains standards of student behavior to provide an orderly, productive environment during practice, group rehearsals, and music performances.
- Evaluates each student's musical growth and contribution to the performance of the group that allows everyone to contribute
- Communicates clearly with parents and school faculty/staff on the progress of individual students
- Maintains care/responsibility for school-owned music, musical instruments, and equipment to prevent loss or abuse
- Collaborates with parish volunteer and classroom teachers to support weekly Mass preparation

#### QUALIFICATIONS REQUIRED

- Minimum BA in Music or Music Education
- Oregon teaching license required (if not currently licensed, applicants must be able to qualify for a license within three years)
- Ability to work with musicians at all skill levels
- Strong instrumental skills, including piano accompaniment
- Catholic preferred

#### OTHER INFORMATION:

- This is a part-time (2 days per week or similar schedule), non-benefitted position.
- Start date: August 27, 2018
- This position will remain open until filled. Interviews will begin April 23, 2018.

#### HOW TO APPLY

Candidates for this position should complete the Archdiocesan application process (<https://schools.archdpdx.org/teaching-application-process>) and send letter of interest directly to:

Debbi Monahan, Principal  
dmonahan@stclarepdx.org