

**Job Posting for the 2018-19 Academic Year:  
Girls Physical Education Teacher**

Andean High School is a Roman Catholic, co-educational high school, sponsored by the Diocese of Gary, Indiana, located in Northwest Indiana. Founded in 1959, Andean has an enrollment of approximately 414 students with a strong diverse student population. Andean High School is an A-rated school, fully accredited by the North Central Association Commission on Accreditation and School Improvement Department of AdvancED.

**School Mission:** 59ers transform the world in positive, prophetic ways through faith, learning, leadership, and service.  
**Position Opening:** **Secondary Education Physical Education Teacher (Full-time)**  
**Contact:** Mrs. Kelly Fitzgerald, Assistant Principal/Athletic Director  
**Email:** kfitzgerald@andeanhs.com  
**Phone:** 219-887-5959, ext. 240  
**Process:** **Application materials should be sent to:** Andean High School, c/o Mrs. Kelly Fitzgerald, 5959 Broadway, Merrillville, IN 46410, or kfitzgerald@andeanhs.com

**Application materials should include the following:**

- Cover letter and resume
- 3 Professional References
- Copy of academic transcripts and copy of current teaching license

**Qualifications:** **Applicants must have the following:**

- **Degree and Experience requirements:** minimum of a Bachelor’s Degree in teaching, or a minimum of a Bachelor’s Degree in a related field with enrollment in a certified transition to teaching program
- **Licensure Requirements:** current teaching license with an endorsement in Physical Education
- **School/Diocesan Requirements:**
  - Valid driver’s license;
  - If applicable, candidate will be in good standing with current educational institution;
  - Practicing Catholic or Christian preferred; and
  - VIRTUS trained (safe environment) and is subject to Diocese of Gary expanded background check.

**Application Deadline: Applications will be accepted until position is filled. Start Date: Monday, January 7, 2019**

**Position Overview:**

We are seeking a highly motivated Physical Education Instructor for Girls PE I and PE II who will develop the knowledge of sports and fitness principles, skills, and confidence to enjoy a lifetime of healthful physical activity. These classes will be co-taught with the Boys PE I and PE II classes.

**The Teacher will:**

1. Articulate course objectives that are aligned with the Indiana Department of Education for Physical Education curriculum;
2. Support the Diocese of Gary mission, and Andean High School’s vision, and four mission pillars of faith, learning, leadership and service, and follows the guidelines as established in the Diocese of Gary Employee Handbook and the Andean Employee Handbook;
3. Create a positive organized class, and deals with inappropriate behavior quickly and effectively according to the school behavior policy;
4. Plan practice opportunities that are structured for maximum participation (e.g., individual, partner, and small-group activities; non-elimination activities; activities that require no wait time);
5. Assist with planning school-wide activities, and will collaborate with School Nurse to organize CPR training, First Aid and Self-defense classes for PE classes, and for all students and staff at Andean High School;
6. Work with Andean Administration to develop fundraisers that promote physical activity and to develop before-school and after-school club activities (e.g., intramural sports, etc.);
7. Become a member of Professional Associations for Physical Education Teachers, where applicable, (e.g., American Heart Association, American Council of Exercise and School Nutrition Association);
8. Evaluate academic and social growth of students, prepares quizzes, tests and final exams. Keeps appropriate records to include student fitness progress, attendance reports, inventory, grades, and other recordkeeping activities as necessary; and
9. Attend department, all-school and Diocesan meetings, events and professional development as required by the Andean Administration.

**Opportunities exist to be involved in extra-curricular activities (e.g., Club Moderator, Academic Coach, Athletic Coach).**

- **Salary Range:** Based on the Diocese of Gary, Indiana teacher salary schedule
- **Reporting Relationship:** Reports to Assistant Principal and Department Dean

Andean High School is an equal opportunity employer. Qualified applicants are considered for all positions without regard to race, color, sex, national origin, age, ancestry, or the presence of a disability, which, with reasonable accommodation, does not impair performance of professional responsibilities. Being a practicing Catholic in good standing with the Catholic Church may be a requirement depending on the position sought.