



JSERRA CATHOLIC HIGH SCHOOL

FAITH. INTELLECT. CHARACTER.

HIGH SCHOOL MATHEMATICS TEACHER

2020/2021 School Year

Reports To: Vice Principal of Academics / Department Chair **Job Status:** 10-month, full-time, exempt

Salary Information: Salary commensurate with experience. Full benefits, 30-paid Holidays, 8 weeks off for summer and a 401(K) savings plan

Description: JSerra Catholic High School is looking for an enthusiastic instructor to teach courses including Algebra I, Geometry as well as other course within our Mathematics department. The ideal candidate for this position will be an individual who enjoys working with high school aged students and their families and has strong communication skills with ability to motivate and inspire learning. Applicants should have the ability to participate in shared decision-making in a team environment, have excellent oral and written communicative skills and be proficient using technology.

Responsibilities

- Planning, preparing, and delivering lessons to students in class
- Assigning, correcting and grading student work
- Assessing, recording and reporting on student progress and behaviors
- Providing oral and written student assessments
- Communicating, consulting and cooperating with other members of the school's staff
- Advising and cooperating with the Head of Curriculum, Head of Administration, and Department Chair and other teachers in the preparation and development of courses of study, teaching materials, teaching programs, and methods of teaching and assessment
- Participating in In-Service education and training courses
- Participating in staff, group or other meetings related to the school
- Supervise students outside of the classroom, such as at lunchtime or during detention

Knowledge, Skills, and Abilities

- Excellent interpersonal communication skills – both in writing and as a speaker
- Proficiency in the development of curriculum at the secondary level
- Proficiency in assessing student progress and maintaining accurate records via the school's on-line grading program

Education & Experience

- Bachelor's degree in Mathematics or California Single-Subject Math Teaching Credential required
- Prior High School teaching experience strongly desired

Special Qualities & Characteristics

- Passionate for the mission of JSerra (i.e. the integral formation of students' faith, intellect, and character)
- Deep appreciation for the Catholic faith and a commitment to the teachings of the Church
- Strong initiative and desire to work in a highly collaborative environment
- Superior rapport with parents, students, and staff

HOW TO APPLY

Interested candidates are asked to first reflect on the **Core Beliefs** (link: <https://www.jserra.org/about/core-beliefs>) of JSerra prior to applying for a position. If after prayerful consideration an applicant believes he or she can support and embrace the foundational principals of JSerra, an email should be sent to employment@jserra.org that contains:

- Cover letter indicating position of interest
- Current resume
- Completed & signed **Application for Employment***
https://www.jserra.org/uploaded/About_Us/HR/JSerra_Employment_Application_2020.pdf
- Essay – Provide a maximum one-page typed response to the following:

“Having reflected on JSerra’s Core Beliefs which articulate our core identity as a Catholic Religious organization, name ways in which JSerra’s values align with your own personal values, and then explain in what specific ways you anticipate supporting and advancing our school’s mission”.

For teaching positions, applicants must also provide:

- *Letters of recommendation from current (preferred) or previous supervisors (minimum of two)*
- *College transcripts*

**You must download and save the Application for Employment PDF to your computer; then open/complete it and re-save it. If you do not save the application before entering data and save again, typed data may be lost.*

Please ensure that complete applicant packages are emailed to employment@jserra.org in PDF format. Applicants will receive an email acknowledgment that applicant documentation was received. Individuals submitting incomplete applicant packages will not be considered.

JSerra Catholic High School is a religious 501(c)(3) organization