

Loyola Sacred Heart High School



Part-Time English Teacher 2024-2025 School Year

Job Title: Part-Time Catholic School Teacher
FLSA Status: Exempt

Report To: Building Principal
Prepared Date: April, 2024

About Loyola Sacred Heart High School:

Loyola Sacred Heart High School is a diocesan Catholic, Jesuit endorsed, co-educational high school committed to providing the highest quality college preparatory education. As part of Missoula Catholic Schools, we are committed to the formation of young men and women of compassion, conscience, competence and community. Since its beginning in 1873, Loyola Sacred Heart has exhibited academic excellence while remaining rooted in its Jesuit roots. The current enrollment is 176 students with a capacity of 200 students. 90% of students involved in co-curricular activities. Our athletic teams participate in the “Class B” or small school division throughout the State of Montana. Loyola Sacred Heart is founded on the charism and teaching philosophy of the Jesuit Fathers and Sisters of Providence. Loyola Sacred Heart is a Catholic educational institution that provides a venue where students can seek, find, comprehend, and apply the truth.

A Catholic school teacher is responsible for the academic and spiritual formation of students and daily activities of his/her assigned instructional responsibilities. The Catholic school teacher works closely with the building faculty, staff, and parents to achieve a climate and educational program that fosters high expectations of the individual as well as Catholic growth and formation within the school community. The teaching assignments of the Catholic school teacher are designated by the Building Principal, the person to whom the Catholic school teacher reports.

Major Responsibilities (including but not limited to, under Principals’ direction):

- Design of timely and engaging lesson planning grounded in academic standards
- Creates, modifies, and follows an annual curriculum pacing map

- Fully supports the implementation of related instructional or content professional development through observations, feedback, and high-quality lesson planning
- Meets with the Principal regularly to discuss curriculum, resources, curriculum maps, lessons, student needs, etc.
- Provides timely student feedback through adopted grading practice
- Contributes to all school program offerings including extracurricular activities, clubs, and sports
- Attends designated school events
- Accepts additional roles as needed in order to meet the needs of all students served

Preferred Skills and Licensure

- Holds a Montana state teaching license
- Commitment to Catholic education
- Effective communication skills
- Ability and willingness to work collaboratively as part of a team
- ELA sections may include:
 - English II and English II Honors
 - English III and English III Honors
 - English IV and AP English
 - Creative Writing and Publications/Journalism

Salary is based on experience and education.

Interested candidates should mail, drop off or email application materials to:

Application Packet Requirements:

- Cover letter/Letter of Interest
- Current Resume

Loyola Sacred Heart High School

Attn: Paul Richardson

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or

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