



## English Teacher

Employees of Central Catholic High School are committed to making the school's vision for success a reality in the day to day applications of their vocation,

Central Catholic is the most desired high school. Central Catholic offers a rigorous education rooted in equity, collaboration, and a Catholic worldview. Central Catholic provides robust opportunities in an inclusive and supportive community. Central Catholic develops critical thinkers who are the best version of themselves, prepared for where their gifts meet the world.

All employees at Central Catholic high school are committed to developing students who are relational and responsible, faithful and just, academically excellent, and healthy and balanced. It is the responsibility of all faculty and staff to help develop Central Catholic students into people of character.

It is every employees' responsibility to contribute to creating a positive and collaborative school culture and to actively engage in the life of the school beyond the classroom. All faculty and staff are responsible for nurturing relationships with our partner Archdiocesan Catholic elementary schools to help achieve vertical alignment, to share resources, and to foster collaborative relationships.

### **Essential Job Functions (includes but is not limited to):**

- As a classroom instructor, you are called upon to be a role model and a witness to the Gospel of Christ. Your main charge is to be engaged in creating an atmosphere in which the religious faith of each individual student as well as their intellectual, moral, and physical capacities are developed.
- Fully implement daily prayer and reflection practices into your classroom routine.
- Fully implement character and virtue education into the classroom curriculum.
- Teach five sections of English curriculum including journalism and yearbook
- Develop lesson plans and appropriate instructional practices based on standards and utilizing essential questions to guide learning.
- Teach concepts and skills in English language, literature, composition, and basic communication skills to students, utilizing the course of study prescribed by the Central Catholic approved curriculum.
- Develop and revise content curriculum, including scope and sequence, to meet current standards approved by the Archdiocese of Portland and the current administration of Central Catholic High School.
- Use a variety of formative and summative assessments for understanding.
- Differentiate instruction to meet the needs of each student learner and to create an inclusive learning environment that engages intellectual diversity.

- Apply culturally responsive teaching practices into the classroom to foster equity and diversity.
- Provide students with the skills to analyze and produce high-quality work.
- Encourage students to engage in independent critical thinking skills and to express original ideas.
- Fully utilize Canvas as a learning system to communicate assignments, deadlines, grades, and other important information to students. This is to be kept current and updated on a weekly basis.
- Collaborate with colleagues for the purpose of improving student achievement.
- Maintain professional growth and competence through participation in all professional development opportunities provided by the school and seek out new opportunities outside of the school that supports professional growth and advancement of 21st-century educational practices.
- Fully utilize and implement Microsoft Surface Pro technology as an instructional tool.
- Attend professional development opportunities to build skills to maximize the use of Microsoft Surface Pro devices in the classroom.
- Establish and maintain standards of student behavior required to provide an orderly and productive environment.
- Attend all faculty, parent, and other teaching-related meetings as assigned by the Principal.
- Assist with the supervision of student activities, assemblies, liturgies, and other student events as assigned.
- Supervise students outside of normal school hours as required by the course curriculum.
- Manage and maintain an inventory of classroom supplies and cleanliness and organization of teaching spaces.

#### **QUALIFICATIONS:**

- Bachelor's Degree or higher required.
- Valid Preliminary or Professional Oregon Teaching License required.
- Master's Degree in English Literature will be given preference
- Experience teaching Advanced Placement Courses preferred.
- Maintain licensure and certifications through the State and other certified agencies.
- Maintain first aid and CPR training.
- Maintain all required safety training: Active Shooter Training, CASE, etc.

#### **SPECIAL REQUIREMENTS:**

- Experience with high school students preferred.
- The person employed for this position must be able to verify identity and employment authorization.
- The candidate selected for this position must complete a pre-employment background check and all Archdiocesan required training and certifications.

#### **BENEFITS:**

Central Catholic is proud to offer comprehensive benefits to our eligible employees:

- Medical, Dental, and Vision coverage for the employee at no cost
- Option to Opt-Out of Health Insurance

- Flexible Spending Account
- Short-Term & Long-Term Disability (Employer Paid)
- Personal Days and Sick Leave
- Access to professional development funds for continuing education
- Holiday Pay
- Retirement 403(b) plan
- Paid Jury Duty
- Paid Bereavement Leave
- Life Insurance
- 75% Tuition Remission for Central Catholic High School after 1 years
- Employee Assistance Program

**OTHER DETAILS:**

- **Compensation:** Commensurate with experience
- Will accept up to 10 years of prior experience.
- **Start Date:** August 21, 2024
- **Length of Contract:** 201 Days
- **Application Deadline:** Open until filled

**Application Process:**

Application Process: Please email or fax your cover letter, resume, and three letters of reference to Kate Grewell, [employment@centralcatholichigh.org](mailto:employment@centralcatholichigh.org) or 503.688.1092 (fax).

Questions concerning this position should be directed to Kate Grewell, Director of Human Resources & Employee Experience, Central Catholic High School, 503-235-3138 x1280.