



NOTRE DAME HIGH SCHOOL

7085 Brockton Ave., Riverside, CA 92506

Job Title: High School Catholic English Teacher

Location: Notre Dame High School

Job Summary:

As a High School Catholic English Teacher at Notre Dame High School, you will join a passionate and innovative team dedicated to fostering a student-centered, academically rigorous, and faith-based learning environment. This role is integral in helping shape our students' educational experiences, utilizing both traditional and modern educational practices to inspire and motivate our youth.

Key Responsibilities:

- **Curriculum Development and Instruction:** Design and implement engaging English curriculum aligned with state standards and school's educational goals. Deliver instruction across a variety of English disciplines, including literature, composition, and critical thinking.
- **Student Engagement:** Create a vibrant classroom environment that is conducive to learning and suitable for the physical, social, and emotional development of high school students. Employ a variety of instructional techniques and media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
- **Assessment and Evaluation:** Develop and administer diverse assessment methods to measure student progress towards objectives. Provide timely and detailed feedback on assignments and assessments.
- **Student Support and Advising:** Guide and support students through academic advising, tailored instruction, and after-school tutoring when necessary. Address various learning styles and differentiate instruction to meet the needs of all students.
- **Faith Integration:** Integrate Catholic values and teachings into lessons and student interactions, promoting a faith-based community within the classroom.
- **Professional Responsibilities:** Maintain accurate records of student performance, including following up on incomplete assignments, communicating with parents



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and other teachers about student progress, and participating in faculty and professional meetings, educational conferences, and teacher training workshops.

- Innovation and Improvement: Stay current with technological and educational advancements to continuously evolve the educational offerings. Participate in curriculum review and redesign processes.

Requirements:

- Bachelor's degree in English, Education, or a closely related field. Master's degree preferred.
- Valid teaching certificate with an endorsement in English.
- Previous teaching experience in high school English or a similar field.
- Strong understanding of Catholic teachings and values, and the ability to integrate them into curriculum and instruction.
- Excellent communication and interpersonal skills to engage students, staff, and parents.

Reporting Structure:

This position reports directly to the Principal, Assistant Principals, and the Curriculum Director.

Special Conditions of Employment:

- Work hours are from 7:00 am to 3:00 pm Monday through Friday
- Salaried Position
- Evening and week-end hours may be required
- Additional duties may be assigned as needed

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