

Upper School Campus Minister & Religion Teacher (Full-Time)

The Academy of the Sacred Heart in New Orleans, founded in 1867, is an independent, Catholic, college-prep institution for girls offering 17 years of instruction for one-year-olds through twelfth grade. Academy of the Sacred Heart is one of 24 Network of Sacred Heart Schools in the United States-Canada sponsored by the Religious of the Sacred Heart (RSCJ).

Job Description

The Religion Teacher & Campus Minister as an Upper School faculty member is directly accountable to the Upper School Division Head. S(he) works with the Division Head, Dean of Students, students and parents to ensure that the spirit and life of the school reflect the *Goals and Criteria* of Sacred Heart education. S(he):

- Understands, embraces and implements the school's mission and philosophy as written in the *Goals and Criteria*; participates in the Christ-centered life of the school; and models the school's philosophy in working with students, parents, colleagues and administration.
- Leads and directs the Upper School Campus Ministry program
 - Animates spiritual life in the Division among students, teachers, staff and parents.
 - Plans and oversees weekly chapel services, prayer services, divisional and all-school masses, and grade level retreats
 - Plans and leads trips associated with the spiritual growth of students
 - Trains Eucharistic Ministers.
- Collaborates with others to aid students in achieving the spiritual, social, emotional, and intellectual growth.
- Collaborates with the Division Head, colleagues, volunteers and parents in planning and implementing activities.
- Works with the Division Head to execute responsibilities relating to the academic program promoting best practices in curriculum development and implementation, classroom design, classroom management, student evaluation, progress reports, and parent communication.
- Collects, analyzes, and shares information regarding student progress and goals.
- Participates in department/in-service meetings, assemblies, parent assemblies, conferences and other school functions, as needed or requested.
- Maintains professional currency by yearly participation in the professional development program and by regular reading of related professional materials.
- Develops relationships with students and families through the campus ministry and advisory programs.
- Models ethical and professional behavior.

Preferred Qualifications (Not required)

- A master's degree in theology, religious studies, or a related field
- Current secondary certification
- At least two years of teaching or related experience at the high school level
- Enthusiasm for working collaboratively with others including the desire to plan integrative experiences across disciplines.
- Excellent communication skills.

Campus Ministry Mission Statement

Campus Ministry is an active program that creates avenues for students to develop a personal and active faith in God with an emphasis on respect, compassion, forgiveness and generosity. The program assists all members of the community in exploring and strengthening their relationship to God, self, others, and all of creation.

Application Process

Applicants should submit the following to www.ashrosary.org/careers.

1. Cover letter indicating why they are particularly interested in and qualified for the position.
2. Current résumé.
3. Names, addresses and telephone numbers of three references from current and/or former direct supervisors. (We will obtain permission from candidates before contacting references.)

The Academy of the Sacred Heart is an equal opportunity employer. The goal of the Academy of the Sacred Heart is to hire and motivate an outstanding and diverse faculty and staff who work together harmoniously toward the common mission.