

Preschool and Lower School French Teacher

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 Academy of the Sacred Heart is seeking a **full-time French Teacher for prekindergarten through fourth grade**. The Lower School French Teacher as a Preschool & Lower School faculty member is directly accountable to the Preschool & Lower School Division Head. S(he) works with the Division Head, Dean of Students, students and parents to ensure that the spirit and the 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.
- Works with the Division Head to execute responsibilities relating to the academic program: curriculum development and implementation, classroom design, classroom management, student evaluation, progress reports and parent communication.
- Works with the counselors to aid students in achieving the maximum development and growth, both within and beyond the classroom, achieved through observation of students' behavior and needs, consultation with the counselors and referrals, when indicated.
- Agrees to be a team player who daily and weekly collaborates with his/her entire grade level team to plan and share ideas.
- Agrees to actively supervise as well as interact with students while on the play yard.
- Assists the lead teacher in planning and maintaining a safe, clean learning environment and in assuring the well-being and safety of the children in his/her care.
- Maintains a cooperative attitude of working together with the Division Head, lead teacher, volunteers and parents in planning and implementing activities.
- Assists the lead teacher in assessing each child to determine the child's strengths and areas in which each child may need help.
- Attends and participates in the following: chapels, liturgical functions, retreats, faculty/department/in-service meetings, assemblies, parent assemblies, conferences and other school functions, as requested.
- Maintains professional currency by yearly participation in the professional development program (which includes opportunities for attendance at conferences, workshops and educational meetings, and for advanced degree coursework) and by regular reading of educational journals and discipline-related materials.
- Agrees to fulfill the terms of the contract of employment.

Preferred Qualifications

- Fluency in French
- Fluency in an additional world language such as Spanish is preferred
- A degree in the French languages or a related field
- At least two years of experience teaching Lower School students, preferably the French language
- Ability to design effective differentiated learning activities
- A commitment to hands-on learning and the integration of technology
- Familiarity with the accelerated integrated method (AIM) for teaching world languages is a plus

Application Process

Applicants should complete the Online Employee Inquiry Form at ashrosary.org/careers. Applicants will be prompted to upload the following:

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 director supervisors. (We will obtain permission from candidates before contacting references.)
4. During the application process, you may be asked to complete the ASH Employment Application PDF, which is available for download at ashrosary.org/careers.

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.