

Full Time English Teacher (23-24 School Year)

Divine Child High School

Position Description

Divine Child High School, a co-educational, Catholic learning community, is seeking a focused, dedicated, and qualified full time secondary school English teacher to join our staff for the 2023-2024 school year. This teacher will likely be responsible for teaching a combination of college preparatory and Honors English classes.

Divine Child High School, centered in the teachings of Jesus Christ, the rich Tradition of the Catholic Church, and the call to unconditional love, develops young men and women for lives of responsibility, leadership, and faith in action.

A teacher at Divine Child High School provides the appropriate learning atmosphere and activities designed to maximize student competencies and skills for intellectual, emotional, physical, social, and spiritual growth toward a successful future. The teacher has decision-making responsibilities within essential job functions, in keeping with school policies. The position is hired and evaluated by the principal or their designee.

Essential Job Functions

- Supports and upholds the philosophy of Catholic education and the mission, vision, and core beliefs of Divine Child High School
- Acts as a witness to Gospel values by modeling the teachings of Jesus Christ
- Supports and adheres to the Code of Conduct and policies and procedures of the school and Archdiocese of Detroit
- Maintains confidentiality regarding school matters
- Plans for instruction with logically sequenced objectives, based on adopted curriculum by the school and corresponding academic department

- Provides appropriate material and resources for students to engage in learning
- Uses effective instructional methods/models according to professional standard practice
- Uses varied assessment tools to perform both formative and summative assessments
- Provides instruction and assessment for understanding
- Maintains current and accurate records according to school policy
- Practices positive, consistent discipline in the management of the classroom
- Communicates and conferences with parents regarding academic, behavioral, or safety concerns and responds to messages in a timely manner
- Meets staff development guidelines as set forth by the Archdiocese of Detroit and school and attends monthly staff meetings
- Demonstrates professionalism in conduct, demeanor, and work habits
- Collaborates with grade level teachers to enhance and support instructional planning
- Demonstrates gains in student performance that are in keeping with school goals
- Responds to individual learning needs of students, and provides approved learning accommodations for students as determined by the school
- Collaborates with content area teachers on cross-curricular assignments

Qualifications/Requirements

All teachers are required to hold the appropriate endorsement for the subject(s) they are assigned to teach. The successful candidate for this position will be certified by the State of Michigan to teach English and hold the BA endorsement. Previous secondary school teaching experience is preferred.

Application Process

Interested applicants should submit the following materials: a cover letter, resume, and a list of references to: Mrs. Jude Ripley, ripley@divinechildhighschool.org.

Divine Child High School is an equal opportunity employer that makes decisions regarding employment based on merit, qualifications, and abilities without regards to race, color, national origin, or any other protected status.