Middle School Music Faculty

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 toddlers through twelfth grade. Academy of the Sacred Heart is one of 25 Network of Sacred Heart Schools in the United States-Canada sponsored by the Religious of the Sacred Heart (RSCJ).

Job Description
The candidate as a Middle School faculty member is directly accountable to the Middle 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 and learning specialists 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.
- Actively supervises as well as interacts with students while on the play yard.
- Plans and maintains 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, colleagues, volunteers and parents in planning and implementing activities.
- Attends and participates in the planning of 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 discipline-related materials, and social-emotional best practices
- Leads activities that build relationships in weekly advisory groups
- Agrees to fulfill the terms of the contract of employment.

Preferred Qualifications
- Bachelor’s degree in Music Education
- Master's Degree preferred
- At least three years of teaching experience
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.

January 2024