



English Teacher

Cathedral High School in Indianapolis, an independent Catholic college preparatory high school in the Holy Cross Tradition, is seeking an **English Teacher** at various academic levels. The chosen candidate will be hired to begin employment at Cathedral during the **2025-2026** school year. If interested, please go to Cathedral's Career page at www.gocathedral.com and complete the online application.

Job Summary:

The successful candidate will be qualified in teaching any level of college preparatory high school English. This position plays a pivotal role in educating students on the English language, literature, writing, and communication skills. They are responsible for creating and delivering engaging lesson plans that meet curriculum standards, assessing student progress, offering valuable feedback, and cultivating a supportive learning atmosphere. Additionally, you will participate in parent-teacher conferences, extracurricular activities, and professional development opportunities.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Please take note of some of the requirements for this position.

Education and/or Experience:

- Bachelor's degree in English, or related field (*Master's degree preferred*)
- Demonstrated knowledge of English language arts curriculum standards
- Valid Indiana Teaching License preferred
- Strong communication and interpersonal skills
- Patient, empathetic approach to teaching adolescents
- Ability to adapt teaching methods to meet diverse student needs
- Organizational skills to manage lesson planning, grading, and administrative tasks effectively
- Prior teaching experience or student teaching practicum is preferred
- Commitment to continuous professional development and growth as an educator



Essential Duties and Responsibilities:

- Work directly with the English department as part of an English PLC.
- Contribute to the larger school community through the support of our Holy Cross Core Values.
- Develop and implement lesson plans that align with curriculum standards
- Teach grammar, literature, writing, and other language-related subjects
- Provide constructive feedback to students to support their growth
- Communicate regularly with parents about student progress
- Collaborate with colleagues to enhance the overall learning experience
- Participate in faculty meetings, professional development sessions, and school events
- Maintain accurate records of grades, attendance, and student performance
- Create a positive and supportive classroom environment conducive to learning
- Assess student learning through exams, essays, projects, and other methods
- Provide constructive feedback to students to support their academic growth
- Communicate effectively with students, parents, and colleagues
- Stay updated on educational best practices and incorporate them into teaching strategies

Reasoning Abilities:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Physical Demands:

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee is regularly required to sit, stand, walk, and use hands & fingers as well as talk or hear routinely throughout the work day. Employees must also be able to climb, kneel, balance, stoop, crouch regularly as part of this job. Employees must occasionally be able to lift, carry, or move up to 25 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Employees will work in a regular office environment with moderate noise.

Competitive Benefit Plans

- Health insurance



- Dental insurance
- Vision insurance
- Company Paid Life insurance
- Company Paid Long Term disability coverage
- Additional ancillary benefits offered
- Employee Assistance Program
- Tuition Remission
- Health Savings Account with generous employer contribution
- Flexible Spending Account
- 403(B) retirement plan with matching contributions
- Generous Paid Time Off policy
- Professional Development hours
- Irish Blessing Child Care Center onsite with discount
- Cafeteria Perks & more

Learn more about our benefits, by reviewing our handbook at gocathedral.com