



Title: High School English Teacher

Supervisor: Principal

Status: Full-Time, 10-month

General Hours: School day hours; evenings and weekends as needed for meetings, events, and student support

Overview of the Position

The High School English Teacher is a mission-driven educator who believes literacy empowers voice, confidence, and leadership. In alignment with the Educational Mission of the Sisters of Charity of Saint Jeanne-Antide Thouret, this role supports students in developing strong communication skills, critical thinking, empathy, and a deep appreciation for language as a tool for justice, expression, and change. This position is ideal for an educator who sees teaching as both an academic pursuit and a calling, and who is committed to nurturing the intellectual and personal growth of young women.

This job would be a great fit if you:

- Think of your work as a calling and not just a job
- Hold space in your heart for the mission and values of SJA
- Are passionate about student voice, storytelling, and critical thinking
- Foster inclusive, student-centered classrooms
- Build strong, trust-based relationships with students

Our History:

Founded in faith, sponsored by Sisters. Founded in 1954 and sponsored by the Sisters of Charity of St. Joan Antida, has acted as a successful springboard for more than 5,000 young women. SJA provides a student-centered, college and career-ready education to young women in grades 9-12. We are a Catholic, values-based organization with an educational model focused on academic quality, personalized attention, and leadership development.

Our Mission & Vision:

We embrace. We engage. We empower.

Through the powerful influence of a Catholic-based education for young women, St. Joan Antida High school embraces the individuality of each student, engages her intellect, and empowers her to positively impact the community with confidence.

We prepare our young women to be as strong and determined as Saint Joan Antida Thouret and the Sisters of Charity, so our students will forget their own paths to success in a world that needs their gifts and wisdom.

Our Pillars:

Our faculty at St. Joan Antida High School are expected to actively support and model our four foundational pillars:

Leadership:

- Empower students to find their voice and lead with confidence and integrity.



- Encourage critical thinking, responsibility, and initiative.
- Model ethical leadership rooted in service and justice.

Support:

- Foster a safe, inclusive, and affirming learning environment.
- Building trusting relationships that promote academic and personal growth, acknowledging the whole person.
- Meet students where they are while holding high expectations and believing that every student is capable of great success.

Community:

- Contribute to a collaborative, respectful, and joyful school culture.
- Partner with colleagues, families, and students.
- Celebrate diversity and the dignity of every person.

Faith:

- Model Catholic values such as compassion, respect, justice, forgiveness, and service in daily interactions. Respect and uphold the Catholic identity of the school, even if not of the Catholic faith.
- Support the spiritual formation of students.
- Honor the charism of the Sisters of Charity by educating with love, humility, and courage.

Major Duties and Responsibilities

Instructional & Academic Responsibilities

- Plan and deliver engaging, standards-aligned English curriculum (literature, writing, speaking, and critical analysis)
- Create a classroom environment that encourages discussion, creativity, and respectful dialogue
- Differentiate instruction to meet diverse learning needs
- Assess student progress and provide timely, meaningful feedback
- Integrate culturally responsive texts and perspectives

Student Support & Formation

- Support students in developing confidence, self-expression, and academic integrity
- Serve as a mentor and advocate for students
- Participate in advisory, Den, or student support structures as assigned

Mission & Community Engagement

- Model Catholic values and the Sisters of Charity charism through daily interactions
- Promote compassion, justice, and respect in classroom discussions
- Collaborate with colleagues to support school-wide academic and cultural goals

Professional Responsibilities

- Participate in faculty meetings, professional development, and school events
- Communicate effectively with families and staff
- Maintain accurate academic records and documentation



- Perform other duties as assigned

Qualifications/Requirements:

Preferred/Required Qualifications:

- Bachelor's degree in English or related field (required)
- Teaching license or ability to obtain licensure (preferred)
- At least two years experience teaching high school students (preferred)
- Commitment to Catholic education and the mission of SJA (required)

For All Employees

- Support and commit to the mission and vision of SJA.
- Contribute to discussions and ideas impacting the learning environment at SJA while maintaining professionalism and respect
- Collaborate and communicate in an appropriate, timely, professional manner
- Establish and model behaviors that promote high expectations for students, staff, and faculty
- Perform other duties as assigned

Physical Demands

- Must be able to lift up to 25 lbs
- Must have correctable hearing and sight
- Must be able to work independently
- Must be able to work with all common office equipment

Application Process

To apply for the position of High School English Teacher at St. Joan Antida High School, please submit your resume and cover letter to Melanie Berexa, Interim Principal of SJA, at mberexa@saintjoanantida.org. Applications will be reviewed on a rolling basis until the position is filled.

St. Joan Antida High School is an equal-opportunity employer and welcomes candidates from all backgrounds. We celebrate diversity and are committed to creating an inclusive and supportive work environment.

Note: This job description is intended to convey essential information about the scope and requirements of the position. It is not intended to be an exhaustive list of qualifications, skills, responsibilities, or other job functions.