

HOLY CROSS SCHOOL

CONGREGATION OF HOLY CROSS IN NEW ORLEANS SINCE 1849

First Grade Teacher *Job Announcement*

Position Summary

Holy Cross School is seeking a First Grade Teacher for the 2026-27 academic year.

Ideal candidates will be experienced in the subject matter and committed to Holy Cross School's mission, purpose, and culture with excellent ability to be a positive ambassador and advocate for the school.

This is a full-time, 10-month position, August through May.

A full-time faculty member's workload shall ordinarily be five classes, a substitution period, a preparation period, and an assigned duty.

Qualifications

A faculty member must hold at least a bachelor's degree from a college or university approved by a regional accrediting organization. A faculty member must hold or be working toward a valid teaching certificate for the State of Louisiana.

Other qualifications include:

- Strong knowledge of content matter.
- Excellent verbal and written communications skills.
- Ability to effectively manage a classroom and maintain a positive learning environment.
- Willingness to learn and adapt with desire to continue professional development.
- Excellent organizational skills and ability to prioritize and coordinate multiple tasks and activities.
- An ability and enthusiasm for promoting the school and its mission to a broad group of stakeholders.
- Excellent work ethic, positive attitude, and flexibility.
- Strong ethical standards, professional integrity, and personal accountability.
- Maintain confidentiality and exercise sound judgement.
- Must pass extensive background check.

Primary Duties & Responsibilities

- Implement various teaching methods and instructional techniques to actively engage students in meaningful learning experiences.

- Develop and implement lesson plans for curriculum and establish weekly objectives and units of study that meet school standards.
- Assist in assessing changing curricular needs and offer plans for improvement.
- Create a positive environment that promotes academic growth and personal development where students are encouraged to be actively engaged in the learning process.
- Facilitate activities and projects that incorporate collaboration, creativity, and critical thinking.
- Offer tutoring and extra support to students who need additional assistance.
- Manage classroom behavior and maintain discipline to ensure a productive learning environment.
- Identify and recommend instructional resources to meet the needs of the students.
- Communicate effectively, both orally and in writing, with students, parents, colleagues, and other stakeholders on a regular basis.
- Collaborate with colleagues to enhance the instructional environment.
- Act in a professional and ethical manner at all times and comply with school policies, procedures, and expectations.
- Assume responsibility for meeting course and school-wide student performance goals and demonstrate gains in student performance.
- Participate in faculty and department meetings, training, and professional development workshops.
- Attend in-school assemblies and school-wide Masses; actively participate in parent/teacher conferences, meetings, and other required school events, including but not limited to open house and graduation.
- Meet professional obligations through efficient work habits such as meeting deadlines, honoring schedules, coordinating, etc.
- Perform other duties and responsibilities as assigned.

Compensation

Salary commensurate with qualifications and includes a comprehensive benefits package.

To Apply

Interested and qualified candidates should submit the following materials to hr@hcnola.org:

- Cover letter expressing your interest and qualifications.
- Current resume
- An annotated list of professional references with contact information. References will be contacted only with prior candidate approval.

About Holy Cross School

For more than 170 years, the Congregation of Holy Cross has served the New Orleans community as the premier college preparatory school for young men. Serving boys in pre-kindergarten through twelfth grade, we have seen generations of students grow from “Boys to Men.” Our development of boys to men centers on our overall educational philosophy in building the whole man: Mind and Heart, Body and Soul.

Holy Cross is fully approved by the Louisiana State Department of Education and accredited by the Cognia organization.