POSITION TITLE: **Long Term Substitute Theology Faculty Position**
Temporary, March 8th to June 11th, 2027

DEPARTMENT: **Theology**

FLSA STATUS: **Teacher Contract, Exempt**

REPORTS TO: Vice Principal Academics

ORGANIZATIONAL SUMMARY:
Jesuit High School (JHS) is a Catholic, college preparatory school in the Jesuit tradition. Located on the border between Portland and Beaverton, Oregon, JHS is recognized locally and nationally for excellence and innovation in all of its programs. Jesuit High's motto, Age Quod Agis ("Do well whatever you do"), follows in the five-century tradition of St. Ignatius, who demanded that Jesuit schools make use of the best pedagogical practices of the day to allow students to flourish. We are seeking people who have the ability and desire to help our school community work toward our goal of preparing "men and women for others."

POSITION SUMMARY:
The successful candidate for this position will demonstrate experience/expertise in Theology, passion for 21st century instructional and culturally responsive practices, dedication to caring for and working with a diverse population of students and faculty/staff, and deep interest in being part of a mission-driven community. Our school has made a strong commitment to promoting diversity of our faculty; we encourage persons of all backgrounds to apply.

PRINCIPLE RESPONSIBILITIES:
- Teach full time (five sections) in Theology Department (World Religions)
- Hold regular office hours, appointment schedules, and open meeting times to support students outside class
- Engage in clear, timely communication with colleagues, students, and parents
- Understand and appropriately use educational technology for learning
- Engage in ongoing professional growth
- Responsibly complete proctoring and supervision duties as assigned
- Responsibly complete grading submission and other administrative duties as assigned
- Participate in the co-curricular, mission, and formation life of the school
- Abide by and enforce all school policies and regulations
- Complete other duties and/or projects as assigned

EDUCATION, EXPERIENCE AND SKILLS REQUIRED:

- Bachelor's degree or higher in Theology or related field
- Passion for and experience in teaching and supporting a diverse population of high school students, including those with learning differences, in a college-prep environment
- Practicing Roman Catholic
- Well-versed in up-to-date teaching and assessment methods
- Proficiency with productivity and educational technologies
- Satisfactory clearance of a background check and eligibility to legally work in the United States (sponsorship of a work visa or work visa extension not available).

COMPENSATION RANGE AND OTHER INFORMATION:

- Salary Range: For the current academic year, the JHS Faculty Salary Schedule ranges from $53,173 - $110,254 per year based on years of teaching experience and level of education. This position will be prorated for the time period: March 8, 2027 to June 11, 2027
- This position is classified as a full time temporary Exempt position; employees in exempt positions are expected to work as many hours as their job responsibilities require, which could include evenings and weekends as needed.
- Sick pay will accrue at 1 hour per 21.67 worked; no other benefits are provided for temporary positions
- This position will begin work on/about March 8th

Notice of Non-Discrimination: Jesuit High School provides equal employment opportunities to all qualified persons without regard to race, color, religion, gender (sex), national origin, age, veteran status, sexual orientation, gender identity, disability, genetic information or any other characteristic protected by law. Jesuit High School provides equal employment opportunities without regard to religion when Catholic faith is not a job requirement.