CRISTO REY ATLANTA
JESUIT HIGH SCHOOL

High School Full-Time Theology Instructor

Cristo Rey Atlanta Jesuit High School *is a Catholic learning community that educates young people of limited economic means, of any faith or creed, to become men and women for and with others. Through a rigorous college preparatory curriculum, integrated with a relevant work study experience, students graduate prepared for college and life.*

JOB DESCRIPTION

Job Title: High School Theology Instructor	**Location:** Cristo Rey Atlanta Jesuit High School, Atlanta, GA
Position Type: Full-Time for School year 2026-2027	**Reports to:** Assistant Principal of Academics

Responsibilities/Main Duties

Responsibility

This position is responsible for the instruction and evaluation of students, providing student feedback, maintaining good order in the classroom by managing student conduct, taking daily attendance, and providing a moral and ethical role model both in and out of the school.

Instructional Practice and Student Development

- Plan for instruction of assigned courses in content area by developing annual, unit, and daily lesson plans aligned with the Cristo Rey Network's standards-based curriculum.
- Deliver essential content as outlined in the course description and required by the Department Head.
- Differentiate instruction based on student learning styles and needs.
- Evaluate students frequently using best practices of authentic assessments, both formative and summative.
- Work with other faculty and administrators to analyze results and refocus instruction based on student needs, interests, and gaps in learning.
- Record daily student attendance.
- Keep grades up-to-date in Blackbaud.
- Maintain a safe and orderly environment.
- Maintain positive rapport with students.
- Participate in the school's professional learning community and instructional coaching.
- Collaborate with colleagues to analyze student work and reflect on teaching practices.
- Provide student support services to include tutoring, re-teaching, and extension during school office hours.
- Set high expectations for student development and ensure all students develop grade-level proficiency to prepare for success in college.
- Attend to parent concerns and communicate with parents when necessary in a manner that is timely, professional, and compassionate.
- Interact professionally with adults and students within the guidelines of the Boundaries Policy.
- Participate in Open House, Parent-Teacher Conferences, Baccalaureate Mass and Graduation, and other duties as assigned.
- Some nights and weekends may be required.
- Be present in a classroom or designated area during the assigned times from 7:15 AM – 4:15 PM.

Leadership and Collaboration

- Understand and appreciate the developmental and educational benefits of the school's Corporate Work Study Program.
- Commit to growing your own cultural competency and developing an appreciation of the diverse cultural background and experiences of our families.
- Consider serving as a moderator/coach of at least one student club or athletic team.
- Serve on faculty committees, as needed; offer instructional coaching; visit classrooms.
- Act as a chaperone/leader of field trips, immersion experiences, retreats, service opportunities, and other activities.
- Fill-in as a substitute teacher for absent teachers.
- Participate in grade-level meetings to coordinate curriculum across the content area and better understand student needs.
- Communicate regularly with parents/families to share academic progress and develop a supportive home-school partnership.
- Understand your own teaching practice as developmental; tap into available resources from colleagues and external sources to continually reflect on and improve your teaching.

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Qualifications

- A Bachelor's degree from an accredited college in education or in the primary teaching area is required.
- A Master's degree is preferred.
- Teaching experience in a Catholic or an independent school is preferred.
- A minimum of three (3) professional references.
- A completed background check.
- Age 25 or older, preferred, for age eligibility to drive mini- buses as needed for extra-curricular activities.
- Knowledge of the Zoom video conferencing platform.

Physical Requirements

- Regularly interact with students, parents, and staff
- Work at a desk and computer screen for extended periods of time

To Apply

To be considered for a faculty position at Cristo Rey Atlanta Jesuit High School, please submit the following items to HR@cristoreyatlanta.org.

1. Resume
2. Cover letter
3. Official Transcripts
4. A minimum of three (3) professional references.

Non-Discrimination and Equal Employment Opportunity Policy

Cristo Rey Atlanta Jesuit High School is an Equal Opportunity Employer and does not discriminate on the basis of race, sex, color, national or ethnic origin, age, religion, disability, or any other category protected by federal, state or local law in the administration of any of its educational programs and activities or with respect to employment.

Approved by: Evan Phillips
Principal

Date 3/07/26

Reviewed: Dr. Robert Rivers
Assistant Principal