



VACANCY NOTICE

Jesuit High School is a Catholic, college preparatory school in the Jesuit tradition. Located on the border between Portland and Beaverton, Oregon, Jesuit 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 professionals who have the ability to provide academic, educational and personal inspiration to our students, toward our goal of preparing "men and women for others."

POSITIONS AVAILABLE: 1.0 FTE Temporary Permanent Substitute Teacher

MAJOR RESPONSIBILITIES:

- Implement and teach lesson plans and instructions as directed by the absent teacher, or consult with the Registrar or other responsible staff if lesson plan is not provided
- Maintain a clean, respectful, and orderly classroom, and follow classroom and school procedures as directed by the school
- Leaves notes for the regular teacher at the end of the teaching day
- Communicate in a friendly and positive manner towards students, and administrators
- Keep records on attendance, accidents and incidents
- Ensure the safety of students at all times

QUALIFICATIONS:

- High school diploma or GED, Bachelor's degree
- Valid teaching credential preferred but not required
- Experience working with children and students preferred
- Able to navigate technology
- Ability to follow and enforce rules, policies, and procedures
- Frequent walking, standing around the classroom
- Must be punctual and reliable
- Ability to pass a background check

CLOSING DATE: Open until filled

STARTING DATE: January 17, 2023

Jesuit High School seeks a diverse applicant pool for this position. We welcome teachers of diverse religious, ethnic, national, cultural, and educational backgrounds to apply.

APPLICATION PROCEDURE

CANDIDATE:

1. Visit [JHS website](#) (under About Us Employment) to download application.
2. Complete the application and return it, along with the requested supporting documents [here](#).

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.