

Job Title: High School Teacher, Humanities

Department: Academics

Reports to: Principal

Classification: Exempt

Schedule: 10.5 Months

Cristo Rey Jesuit High School, a Jesuit, college-preparatory, co-educational school for grades 9-12 seeks a Humanities Teacher. Reporting to the Principal, this individual is responsible for teaching a total of five sections of a Social Studies and/or English Literature Course.

Primary Duties and Responsibilities:

Curriculum and Instructional Responsibilities

- teach their assigned classes and maintain classroom discipline.
- design and implement approved curriculum.
- maintain a positive learning environment in the classroom.
- develop fair and consistent grading procedures in accordance with guidelines of the school.
- assign meaningful homework and hold students accountable for it.
- develop and promptly grade and return tests, quizzes and/or other evaluative instruments that measure students' learning progress.
- provide assistance for students having difficulties and/or needing extra time.

General Supervision Responsibilities

- check attendance in each class and maintain good order and cleanliness in the classroom.
- prefect or substitute on a daily basis as assigned.
- serve as an Asesor/a (~Homeroom teacher) as needed.
- enforce school policies regarding student behavior.
- follow school procedures and assume appropriate responsibility during fire and tornado drills, emergencies, etc.

Communication/Coordination Responsibilities

- turn in grades according to the calendared schedule.
- openly communicate with parents regarding student progress.
- check e-mail and voice mail every day and return parent phone calls promptly.
- inform counselors when students have extraordinary difficulties and cooperate with counselors' requests for information.
- attend all academic functions of the school: Faculty Meetings, Report Card Day, In-service/Professional Development, Days, Graduation, Staff Retreat, and other "all-school" occasions as determined by the Principal.
- maintain professional, positive, and constructive relationships with colleagues, administrators, and staff.

Other Responsibilities

- foster the mission of the school.
- continue his/her professional development.
- respect and care for the school's equipment.
- actively support the spiritual formation mission of the school.
- contribute to the school's co-curricular program by providing service as possible.

Qualifications:

- Strong interpersonal, communication, and organizational skills; familiarity with the goals, objectives, and mission of Cristo Rey Jesuit High School; the ability to respond effectively to the needs of students; knowledge of adolescent development and pedagogical best practices.
- Necessary skills include excellent written and verbal communication skills in English (and preferably in Spanish as well) in addition to the ability to meet deadlines.
- Experience working with first-generation students is preferred.
- Education: A minimum of a bachelor's degree.

To Apply: Please submit a cover letter and resume to: jobs@crstorey.net or visit www.crstorey.net/careers

Cristo Rey Jesuit High School: Founded in 1996, Cristo Rey Jesuit High School provides a Catholic, college preparatory education and professional work experience to students from Spanish-speaking families across the southwest side of Chicago. To make Cristo Rey both sustainable and affordable to our families, Cristo Rey pioneered the Corporate Work Study Program (CWSP). Our unique and highly successful funding model inspired what is now a national network of Catholic high schools serving low-income families across the country. The CWSP enables our students to earn a majority of their annual cost of education by working one school day a week at a corporation in the Chicago area. Learn more at www.crstorey.net.

Jesuit Schools Network and Cristo Rey Network: Cristo Rey is sponsored by the Society of Jesus (the Jesuits), the largest religious order in the Roman Catholic Church, and is well known in the United States with over 50 high school and 28 colleges and universities. Cristo Rey is a member of the Jesuit Schools Network, the national association of Jesuit schools in the United States and Canada. Additionally, Cristo Rey Jesuit High School is a member of the Cristo Rey Network, the national association of schools operating on the Cristo Rey model. Currently, there are 38 high schools serving more than 12,000 students throughout the country that are associated through the Cristo Rey Network and operate using the educational model named for the flagship school in Chicago.