



# UNIVERSITY OF DETROIT JESUIT

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## HIGH SCHOOL AND ACADEMY

### LONG TERM SUBSTITUTE TEACHER – HIGH SCHOOL SPANISH

**Job Summary:** Full-time, temporary, long-term substitute high school Spanish teaching position availability for approximately 12 weeks beginning in early September 2024. Responsibilities include teaching five sections of high school Spanish, in accordance with department/school policies in effect at the time of hire. The ideal candidate must be a relationship builder, have excellent communication and interpersonal skills and be well trained in content knowledge and teaching strategies.

**Our Mission:** University of Detroit Jesuit High School and Academy is committed to providing the highest quality Jesuit Catholic college preparatory education for young men throughout metropolitan Detroit. University of Detroit Jesuit, in collaboration with parents, will challenge its students to go beyond academic excellence, to be reflective, to be committed to the service of faith and promotion of justice, and to be “Men for Others.”

**Our School:** U of D Jesuit strives to develop graduates who are open to growth, committed to doing justice, loving, religious, and intellectually competent. Employees must be committed to understanding, promoting, and modeling the mission and vision of U of D Jesuit in their day-to-day activity. U of D Jesuit prohibits the abuse and mistreatment of students and takes seriously any report of suspected abuse. Every employee is required to adhere to policies relating to boundaries with students, report any suspicious and inappropriate behaviors promptly, and attend abuse risk management training as scheduled.

**Application Procedures:** Submit cover letter, resume, and a completed teacher application form (located at [www.uofdjesuit.org/jobs](http://www.uofdjesuit.org/jobs)) to the email address indicated on the application form.

*U of D Jesuit reserves the right to close this posting prior to its original end date once a sufficient number of applications have been received.*

**Reports to:** School Principal, with additional oversight provided by the Assistant Principals and the Department Chairperson

**Employment Category:** Temporary, Full-time

**Compensation:** \$150 daily rate of pay when school is in session.

**Duties and Responsibilities:**

- Able to create and or follow lesson plans.
- Provide a structured learning atmosphere.
- Maintain positive control of the classroom.
- Monitor student attendance and behavior.

- Possess the ability to develop positive working relationships with students, administrators, and staff.

A school day consists of five (5) teaching periods, one (1) lunch period, one (1) homeroom period, one (1) period given to prefecting or other School duty as the Principal or his assistant may assign, and at least one (1) period unencumbered by instructional or supervisory responsibilities to provide time for planning, student conferences, and preparation for effective teaching.

The Teacher's services shall include the preparation and correction of examinations, proctoring, and such other professional services as in the judgment of the Principal, the needs of the School shall require. All teachers at U of D Jesuit are encouraged to actively support the mission of the school by supporting the Campus Ministry and Service department and actively manifesting our mission, vision and values as part of their professional practice.

*This posting documents the general nature and level of responsibility associated with this position. It is not intended to be a comprehensive list of all activities, duties and responsibilities required of incumbents. It is not intended to limit or modify the right of any supervisor to assign, direct and monitor the work of employees under their supervision.*

#### **Desired Qualifications:**

- Bachelor's degree with certification to teach Spanish at the secondary level.
- Five years of teaching experience preferred.
- Be familiar with and committed to the mission of Jesuit education.

#### **Other Skills and Abilities:**

- Passion and competency to engage students in a rigorous college preparatory curriculum.
- Ability to effectively utilize digital applications and educational technology software for a student-centered learning model and varied instructional strategies.
- Knowledge and commitment to diversity, equity, and inclusive classroom management strategies.
- Collaborative nature in teaching to foster positive working relationships with students and faculty.
- Strong communication, organizational, and interpersonal skills.

#### **Physical Working Conditions:**

Job may require lifting light weight objects (1 to 10 pounds) with no repetitive bending or stooping. Occasionally lift average weight objects (10 to 20 pounds). Long periods of standing.

#### **Working Environment:**

Regular exposure to favorable conditions such as those found in a normal office with occasional exposure to objectionable conditions or variations such as those found in variable weather conditions or light industrial settings.

University of Detroit Jesuit High School and Academy is an Equal Opportunity Employer and considers all candidates for employment equally regardless of age, color, national origin, race, sex, disability status,

protected veteran status, or any other characteristic protected by law. Because of its status as a religious entity the school may consider a candidate's religious affiliation in its employment decisions, consistent with State and Federal law.