



## **Overview**

Saint Joseph Academy (SJA) is an academic faith community for young students in grades 7-12. We endeavor to form young men and women who will succeed in university studies, who know and love Jesus, and who actively participate in the worship and mission of the Church, including the Church's preferential option for the poor.

SJA is currently seeking a dynamic individual to join the academic team and fill a position in the area of **English**. This individual will facilitate student learning and the assessment of that learning in their content; supervise students, guaranteeing their safety and compliance with school rules and policies; participate in the ongoing development of the school's mission and program of studies.

## **Qualifications**

- An understanding of the mission of SJA and the value of Catholic secondary education
- Bachelor's Degree in content area from an accredited institution of higher education
- Valid Secondary Education Certification preferred
- Must have strong written and oral communication skills
- At least 3 years of teaching experience preferred

Saint Joseph Academy offers a competitive compensation package. Position will remain open until filled.

**For more information or to apply, send your résumé, letter of interest, and references to:**

**Melissa Valadez, Principal  
101 Saint Joseph Dr.  
Brownsville, TX 78520  
mvaladez@sja.us**

## TEACHER

The duties of a teacher, as a Christian educational leader, can be classified under three headings: (1) facilitating student learning and the assessment of that learning; (2) supervising students, guaranteeing their safety and compliance with school rules and policies, and (3) participating in the ongoing development of the school's program of studies.

1. Brings the message of Jesus through instruction, but more importantly by the witness of Christian living.
2. Understands and implements the school's Mission and Philosophy and all that is contained in the *Employee Handbook* and *Student and Parent Handbook*.
3. Loves and enjoys children; builds positive attitudes; demonstrates mercy and justice; fosters group cohesiveness
4. Understands the *Employee Handbook* to be an addendum to the faculty contract.
5. Strives to keep abreast of developments in his/her particular subject areas as well as research relative to teaching techniques and school programs.
6. Attends all scheduled meetings with a view toward cooperating with the ongoing development and improvement of the school.
7. Regularly participates in common planning with assigned teaching team(s) for the purposes of lesson planning, development of common assessments, and student data analysis to improve instruction.
8. Demonstrates belief in all students' potential; organizes classroom activities effectively; sets appropriate standards and is willing to listen.
9. Makes full use of classroom time for instructional activity and learning through a variety of teaching methods and techniques and reflects these educational practices in daily lesson plans.
10. Creates an environment where learning can take place and deals with ordinary discipline problems, referring only serious or chronic problems to Administration.
11. Never uses grades to punish students.
10. Maintains up-to-date assignments, home-work, and grades posted on the Internet.
11. Contacts parents promptly when student performance is less than satisfactory and responds to communication from parents within 48 hours.
12. Is available to students in his/her classroom before the start of first period (8:10 AM) and after classes until 3:45 PM.
13. Establishes a regular time to be available to students who need additional help outside of class, either in-person or online.
14. Utilizing pedagogical competency and expertise in his/her discipline, designs authentic assessments of Quarterly Course Outcomes and facilitates effective classroom experiences designed to optimize student performance on those assessments.
15. Shares with the administration the task of supervising students on campus; carries out the supervisory duties assigned by Administration in order to maintain general good order throughout the day.