

**St. Mary's Academy
Employment Posting for Faculty**

Job Position: Middle School Science Teacher

St. Mary's Academy Overview:

St. Mary's Academy, located in Englewood, Colorado is Metro Denver's premier Catholic, independent school offering rigorous academics in its co-ed lower and middle schools, and its high school for girls. St. Mary's Academy offers a safe, yet innovative program that embraces all student backgrounds, and fosters character and moral development from Junior Kindergarten to Graduation.

St. Mary's Academy is a close community where faculty and staff serve as role models for the students in accordance with a mission to foster excellence in each child through academic achievement, spiritual development and service. The qualities of a strong work ethic, desire for personal growth, and commitment to life-long learning that St. Mary's Academy expects of students is likewise an expectation for faculty and staff. Each day, too, is an opportunity to live the Loretto School Values of faith, community, justice, and respect.

St. Mary's Academy is committed to recruiting and retaining a diverse faculty and staff who are dedicated to their profession and to the well-being and life of the St. Mary's Academy community. St. Mary's Academy does not discriminate on the basis of age, color, sex, disability, marital status, national or ethnic origin, race, sexual orientation or religion. This policy applies to all areas of student concerns: educational policies, admission policies (historically high school admission is open to women only), scholarship, and grant-in-aid programs, athletic and other school-administered programs as well as employee/personnel concerns. St. Mary's Academy is an equal opportunity employer.

Job Description:

St. Mary's Academy is seeking a Middle School Science Teacher with experience in teaching life science and Computer Science in grade seven. The position reports to the Middle School Principal. This individual supports the school community by planning, organizing, and implementing an appropriate instructional program in a learning environment that guides and encourages students to develop and fulfill their academic potential. Additional assignments include guiding an advisory group, chaperoning overnight trips, and teaching an elective.

Through regular conversations with principals, St. Mary's Academy teachers learn and understand their job responsibilities. It has been a hallmark of teachers throughout the history of St. Mary's Academy that their work goes beyond the classroom and includes not only the academic preparation of the student, but also the emotional, social and spiritual development of students. Additionally, teachers at St. Mary's Academy are enthusiastic and energetic and will find support for new ideas and programs. This enthusiasm is encouraged and applauded at SMA. Additionally, faculty members at St. Mary's Academy are a supportive group. One does not have to look far to find a helping hand at St. Mary's Academy.

Major Duties and Responsibilities:

- Teach four rotating core classes of Science
- Teach one section of computer science

- Guide an advisory
- Plan, prepare and deliver instructional activities that facilitate active learning experiences
- Establish and communicate clear objectives for all learning activities
- Use relevant technology to support instruction
- Provide appropriate and timely feedback on work to allow students to grow in their educational abilities
- Maintain accurate and complete records of students' progress and development, and prepare required reports on students and activities
- Manage student behavior in the classroom by establishing appropriate rules and procedures
- Keep updated with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities
- Actively participate meetings with colleagues and parents
- Participate in co-curricular and extracurricular activities such as social events, sporting events, overnight trips, community service and other school community activities
- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs
- Adhere to and support the mission of St. Mary's Academy
- Other tasks as assigned

All teachers are also responsible for a variety of duties and tasks throughout the day; the principal will make these assignments and share them with faculty. These tasks and assignments change as needs of the community are determined.

Qualifications/Requirements/Preferences:

Education and qualifications should include the following:

- At least three years of science teaching experience with middle-school-aged students
- Bachelor's degree in Science with experience in life science
- Master's degree in Science preferred
- Commitment to employing a positive mindset to teaching Science with student-centric pedagogy
- Willingness to build and maintain collaborative relationships with colleagues and parents
- Understanding of and appreciation for middle-school-aged students in a coed community

Salary/Benefits: Salary is commensurate with experience. This is an exempt, salaried position with benefits.

How to Apply:

Interested candidates should send a cover letter and resume to Ellen Hertzman, Middle School Administrative Assistant; ehertzman@smanet.org. No calls, please.