



POSITION: Substitute
Spanish Teacher
DEPARTMENT: Academics

REPORTS TO: Principal
FLSA STATUS: Non-Exempt

EMPLOYMENT STATUS:
Temporary Substitute
Position beginning mid-
September 2019

Overview of School:

Cristo Rey Jesuit High School educates students from low-income families in Baltimore to prepare them for college. We are a Catholic, co-educational, college preparatory school, empowering students to succeed in college, work and life. In partnership with the Maryland Province Jesuits, the Cristo Rey Network and the philanthropic community, our school embraces families of racial, religious and ethnic diversity from Baltimore's disadvantaged neighborhoods. Our Corporate Internship Program, in partnership with the Baltimore business community, complements our rigorous curriculum of mind, body and spiritual development. We nurture our students to be men and women in service to others through academic achievement, business experience, faith formation and civic leadership. Our goal is that 100% of our students graduate from college.

Cristo Rey Jesuit seeks to attract, develop and retain high quality employees who are committed to our core values:

- Act with Integrity
- Provide High Quality Learning Experiences
- Embrace a Growth Mindset
- Be a Great Teammate
- Results-Driven Decision Making

Essential Functions:

- Teach four sections of Spanish I and one section of Honors Spanish I
- Be present and available for service to the school from 7:30 AM until 4:30 PM a minimum of three days per week, and from 7:30 AM until 3:30 PM on the remaining days of the week.
- To chaperone two student events such as testing, dances, or admissions interviews
- To supervise one Saturday study hall.
- To participate in faculty meetings, curriculum development, parent-teacher conferences, substitute coverage, and professional development.
- To follow gradebook guidelines, enter grades in a timely fashion, and submit end of quarter grades and comments on time.
- Serve as an advisor to one advisory group
- Communicate regularly with parents of students and advisees
- Teach and act in a professional fashion, in accordance with the stated mission, objectives, and policies of the school as articulated in the Employee Handbook
- Respect and help form the spiritual values of the students and support the Jesuit and Catholic identity of the school by exemplifying in his/her own actions the characteristics of Christian living, being a leader of prayer, and supporting the liturgical and spiritual life of the school
- Model the school's "Graduate at Graduation" statement and strive to support students in valuing and attaining these qualities
- Actively implement the Code of Conduct/Disciplinary Procedures as outlined in Student Handbook

- Contribute to a safe and clean environment by keeping classroom and work spaces clean and tidy, and by showing care for school property
- Complete other and additional duties as assigned by the Principal

Minimum Qualifications

- Bachelor's degree in Foreign Languages; Master's in Education or in Spanish preferred
- Strong teaching background and experience working with urban population
- Personal commitment to Jesuit mission in education and work-study nature of the school

To apply: Email a cover letter and resume to hr@cristoreybalt.org. No phone calls, please.