

## St. Thomas High School



**Title:** English Teacher (full-time)  
**Year:** 2020-2021 School Year  
**Supervisor:** Principal and Dean of English Department  
St. Thomas High School  
**FLSA:** Exempt

The position includes duties as a classroom teacher, English curriculum owner, and active contributor to the overall growth of students at St. Thomas High School.

### **St. Thomas High School**

St. Thomas High School, an all-boys private, Catholic college-preparatory school for grades 9-12 in Houston, Texas is actively seeking to fill the position of English teacher. Ranked among the country's finest college-preparatory schools and founded in 1900, St. Thomas High School continues today to build on its mission: Teach Me Goodness, Discipline, and Knowledge. With an enrollment of approximately 600 students and growing, St. Thomas is committed to providing a multi-dimensional education for young men through a challenging college-preparatory curriculum and an abundance of artistic, athletic, and leadership opportunities. The motivated students, talented faculty and staff, devoted and active parents, a distinguished alumni base, along with an exciting new addition to the beautiful centrally located campus, make St. Thomas one of the most exciting places to work in education.

### **Preferred Experience and Essential Job Functions**

- Hold an advanced degree
- Prior teaching experience at high school or college level
- Highly effective classroom management and time management skills
- Embrace classroom technology and use it as a tool for learning (Microsoft products, Google apps and classroom functionality such as SmartBoards or other interactive white boards).
- Create and timely posts robust lesson plans which align with curriculum, instruction and assessment, and integrate technology into the curriculum.
- Use instructional time efficiently and effectively.
- A willingness to be reflective and to work collaboratively
- Eager to embrace new challenges
- Willing to coach and to be coached
- Openly enthusiastic and optimistic

### **Required Qualifications**

This position requires a professional who

- Holds a bachelor's degree, or above
- Has a minimum 24 hours of college level English courses,

- Has completed 12 credit hours in education courses or holds a valid state teaching certificate,
- Is passionate about teaching, and
- Supports and implements the philosophy of Catholic education.

### **This Position**

- receives immediate support from the Dean of the English Department, from the instructional leadership team, and from the Learning Enrichment Center team; in addition to supervision by and additional support from the Principal and the Assistant Principal

### **Function Statement**

Essential and important responsibilities and duties may include but are not limited to the following:

- Teach five sections of English in a Catholic college preparatory environment.
- Additional duties include a section of study hall and/or section of substitute coverage.
- Actively pursue professional growth and continually strive to improve curriculum and instruction.
- Willingly take on responsibilities above and beyond classroom duties.
- Cheerfully perform duties required of all faculty members as outlined in employment contract.

*The above statements are intended to describe the general nature of work performed by individuals in this job classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and qualifications required of individuals in this job classification. All job classifications may have miscellaneous job duties assigned on an as needed basis. Management, at the appropriate level, retains the right to assign and change the duties of any position at any time.*

### **How to Apply**

Please go to the St. Thomas High School website at [www.sths.org/about/careers/](http://www.sths.org/about/careers/) and download a Teacher Application for employment. Email your completed application, resume, at least three references and cover letter to [careers@sths.org](mailto:careers@sths.org).