

St. Mary's High School  
Colorado Springs, CO

Type: Part-time second semester, leading to full-time in 2025 – 2026

Category: English and Literature

Apply by: Dec. 1, 2024

### **Description**

St. Mary's High School is a private Catholic high school committed to the liberal arts and the religious and intellectual tradition of Catholic education. Located near downtown Colorado Springs, on the front range of the Rocky Mountains, St. Mary's High School is seeking applicants for full-time and part-time teaching positions.

The Department of English seeks to develop a pool of candidates for a part-time English teaching position that will become full-time in 2025 – 2026 academic year. Candidates will contribute to the nucleus of the permanent teaching faculty dedicated to the high school curriculum.

Applicants should share St. Mary's vision and commitment to a classical liberal arts education in the Catholic Tradition.

A record of teaching excellence is required; competence to teach all grades in more than one discipline is desirable. 3-5 years teaching experience is preferred although we will consider strong applications with less years of experience. Experience teaching the full canon of literature. AP experience preferred.

**Duties** included, but not limited:

- Teaching 6/7 load of English courses potentially across several grades.
- Teaching writing across all grades
- As a faculty member, participating in school and assigned department meeting.
- Provide a learning environment that supports student success.
- Maintaining school determined office hours.
- Ensuring timely management and response to electronic correspondence from students, administrators, and parents.
- Maintaining and submitting accurate and timely reports for student grades/progress.
- Delivering grade in accordance with the academic calendar.
- Attending student activities
- Supporting school activities.

### **Minimum qualifications:**

- B.A. in English, Literature, or a closely related field. Master's preferred.

- Teaching experience at a high school level. Catholic high school preferred but not required.
- AP experience desired but not required.

**Required documents**

Cover letter

Resume

Copy of transcripts

Ability to pass a background check

3 References

Send to:

Thomas Maj, President

[tmaj@smhscs.org](mailto:tmaj@smhscs.org)

or mail to: 2501 E. Yampa St.

Colorado Springs, CO. 80909