

## **Job Description**

The Atonement Academy seeks a part-time foreign language teacher for the Upper School who lives the Catholic faith from the heart and desires to share the love of God with students, fellow faculty, and the school at large. Candidates will teach modern languages as elective courses to upperclassmen. Languages of instruction could include German, French, Spanish, or Italian). The ability to teach Spanish is preferred.

This teacher must be willing to teach based on the classical method of education. Prior experience in this method is preferred. However, at a minimum, the candidate must have the desire and willingness to begin immediately an ongoing pursuit personally and professionally, in tandem with all faculty, to deepen their understanding of the Catholic classical method of education.

### **Education and/or Experience**

Bachelor of Arts degree with a major or minor in the language to be taught is preferred. Preferred experience or training of 1-3 years or equivalent combination of education and experience.

### **Knowledge, Skills, and Abilities**

1. Must be willing and able to witness and teach the Catholic faith from the heart and model virtues for young students.
2. Must be willing to make a profession of faith and take an oath of fidelity to the Magisterium.
3. Superlative interpersonal skills with young students, parents, and colleagues.
4. Excellent oral and written communication skills.
5. Strong organizational and management skills.
6. Desire and Ability to establish and maintain collaborative, supportive, and highly effective working relationships with students, parents, faculty and administration.
7. Desire to work collaboratively with other language teachers to coordinate the foreign language curriculum and complement the humanities curriculum.
8. Willingness to continue professional development courses and attend classical education workshops as required according to Academy guidelines.
9. Must be able to keep confidential information.
10. Must possess a forgiving heart.

### **Essential Duties and Responsibilities**

1. Plans and develops foreign language curriculum in conjunction with colleagues.
2. Creatively develops and presents specific lesson plans.
3. Implements Virtue Training.
4. Prepares assignments and tests for use in school preparation and homework.
5. Assists, monitors, corrects, and grades student performances and assessments.
6. Possesses broad knowledge of Classical methodology and pedagogy.
7. Consults with other professionals if there is evidence of learning disabilities with students.

8. Maintains order in classroom, administers discipline in order to achieve proper behavior.
9. Counsels students who develop academic difficulties.
10. Guides students when behavioral problems arise.
11. Informs and communicates individual and class learning trends with parents on a regular basis.
12. Keeps records of academic performance, attendance, and social acclimation.
13. Participates in faculty meetings, educational conferences, professional workshops and training seminars as requested.

### Application Process

Email cover letter, resume, and the names of three references to Head of School, James Growdon,  
jgrowdon@atonementonline.com

The Atonement Academy  
15415 Red Robin Road  
San Antonio, TX 78255

### **About the Employer**

The Atonement Academy is a Catholic, classical school for girls and boys in Pre-K4 - 12th grade, with a current enrollment of 442 students. The school is a member of the Personal Ordinariate of the Chair of Saint Peter. The vision of The Atonement Academy is to transform young persons into mature, joyful disciples of Christ.