

**Position:**

Theology Teacher - **Full Time** Position

- 10th grade Theology (Church History and Sacraments)
- 12th grade Theology (Apologetics and Prayer)

Position Summary:

Under the direction of the Principal or designee, the candidate will develop and implement rigorous theology courses designed to support differentiated instructional practices, encourage student engagement, and provide effective assessment strategies that promote student learning, all within a Catholic environment.

Qualifications:

- Bachelor's degree (or higher) in Theology or Religious Studies is highly preferred, but not required.
- Valid Secondary Michigan Teaching Certificate is preferred (without this, the candidate must present and follow a reasonable plan for obtaining one).
- Willingness to complete the Catechist Certification through the Diocese of Kalamazoo Institute for Missionary Discipleship (<https://imdisciple.com/catechist>).

Must be:

- A practicing, faithful, and joyful Catholic with the desire and ability to lead students, by example, into a deeper relationship with our Lord Jesus Christ.
- Committed to the Magisterium of the Church and to living and teaching its truths in all aspects of his/her life.
- An enthusiastic, creative person who possesses individual initiative and a high level of personal integrity.

Must have:

- The ability to engage high school students and promptly address their educational needs by modifying instructional approaches.
- The ability to establish and maintain cooperative working relationships with students, parents, and staff.
- Willingness to receive and implement feedback on continuous improvement of instructional skills and classroom management.
- Excellent oral and written communication skills.
- Strong organizational ability, time management skills, and attention to detail.
- Proficiency in, and willingness to improve, using technology.



Essential Responsibilities:

- Teach both 10th grade and 12th grade Theology classes.
 - Planning, preparing, and delivering content-rich and engaging lessons to students.
 - Assigning, correcting, and grading work (formative assessments) completed by students.
 - Assessing mastery (through summative assessments), recording, and reporting on the development, progress, attainment, and behaviors of students.
 - Providing oral and written appraisals, reports, and references relating to individual students.
 - Providing in-class guidance to the Senior Capstone Project: instructing, mentoring, and guiding all seniors to produce quality Capstone papers and presentations according to the required timeline and rubric.
- Work with the Theology Department, the Chaplain, and the Diocesan Office of Schools in the preparation and development of courses of study, teaching materials, teaching programs, and proper methods of teaching and assessment.
- Participate in two Theology Department afterschool meetings each month.
- Works as a member of a team and be willing to participate in building retreats, initiatives, and projects, including weekly afterschool staff meetings.
- Implement differentiated instruction and make use of varied reading and writing strategies to improve student achievement.
- Communicate, consult, and cooperate with school staff.
- Maintain a current knowledge of content, pedagogy, and technology.
- Provide a safe, efficient, and organized classroom environment.
- Attend Hackett's weekly Mass
- Establish and maintain standards of student behavior needed to provide an orderly and productive environment
- Evaluate each student's performance and growth
- Identify student needs and work with other professional staff members in assessing and helping students reach their full potential
- Communicate regularly with building administrators, other classroom teachers, and parents regarding student progress
- Work with the administration and other teachers on implementing instructional strategies in the classroom
- Attend staff meetings and participate in professional development (i.e. PLCs, Academic Conferences)
- Perform other duties as assigned by administration



Method of Application:

All interested candidates should either apply online through the Kalamazoo County Area Schools Employment Consortium or by sending a letter of interest, resume, and references, and a letter from her/his pastor stating she/he is a parishioner in good standing to:

Trevor Scoles, Principal
Hackett Catholic Prep
1000 West Kilgore Road
Kalamazoo, MI 49008
tscoles@hackettcp.org
fax: 269-381-3919

Information:

In accordance with State law, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review.

Employment with the Catholic Schools of Greater Kalamazoo is at-will.

Application Deadline: July 17, 2023