



Job Title: 5 Substitute Teacher (Long-Term) **Immediate**

Reports To: Principal

Classification: FTE 1.0

St. Mary's Academy, sponsored by the Sisters of the Holy Names of Jesus and Mary since 1859, is a Catholic high school for young women, providing a challenging college-preparatory education in a vibrant learning environment. Guided by the values and charism of the Sisters, St. Mary's fosters a diverse community, educates the whole person by nurturing spirituality, encouraging creativity, promoting justice, and inspiring a sense of global interdependence to prepare students for service and leadership.

### **General Job Summary**

- Teach classes from prepared lesson plans or monitor in-person hybrid classes that are being taught remotely by SMA faculty.
- Work in collaboration with faculty.
- Oversee learning and safety of students.
- Communicate as necessary with Administration and other department staff.

### **Specific Job Parameters**

Courses: TBD

Additional responsibilities: homeroom advisory and in-house substitution as needed.

Desired qualifications: TSCP licensure Preferred

Compensation: \$160/day dependent on teaching load, no additional benefits.

Position posting open until filled

**St. Mary's Academy is an equal opportunity employer.** For positions where religious affiliation directly affects the position, St. Mary's Academy can set prerequisites regarding religion.

**ALL OFFERS OF EMPLOYMENT ARE CONTINGENT UPON SUCCESSFUL COMPLETION OF A BACKGROUND INQUIRY.**

Please Email: Letter of interest, resume and references to:

St. Mary's Academy

Kari Forrer, Human Resources [kari.forrer@smapdx.org](mailto:kari.forrer@smapdx.org)