



**ST. FRANCIS/HOLY GHOST  
CATHOLIC SCHOOL**  
**FAITH - ACADEMICS - SERVICE**  
Dr. Dennis Cramsey, Principal

**[www.sfhg.org](http://www.sfhg.org)**

Holy Ghost Site  
309 North Washington Street  
Jerseyville, IL 62052  
(618) 498-4910

St. Francis Site  
412 South State Street  
Jerseyville, IL 62052  
(618) 498-4823

## St. Francis/Holy Ghost Catholic School Teacher Job Description

We are currently recruiting for a Sixth Grade teacher with a passion for teaching and a gift for inspiring young minds in a Christ-centered school for the second semester of the 2021-2022 school year.

### **Job Summary:**

Prayerfully and actively educates and enhances each student's life by academic engagement, behavior and spiritual growth rooted in the life of Christ. Builds a partnership with school parents to support lifelong learning of their child in the community.

### **Job Responsibilities**

- Organizing physical space for learning, e.g., safe, accessible, supports the type of learning, etc.
- Managing student behavior guided by Gospel values, e.g., respectful.
- Establishing classroom routines, rules, and procedures consistent with school policy, e.g., clearly defined, communicated, and practiced.
- Communicating high expectations for learning, e.g., supporting students for growth.
- Creating a faith-filled environment that engages the whole student, e.g., space and culture.
- Works with families as partners in their child's education by:
  - Providing feedback of student progress to families, e.g., timely, consistent, frequently, etc.
  - Engaging families as partners in the educational process and the life of the school.
- Improve skills and knowledge in teaching by regularly taking classes, attending workshops and discovering new methods of delivering exciting content to students.
- Performs assigned duties which conform to the school's philosophy, objectives and policies.
- Exhibits loyalty in all working relationships with parents, the pastor, and other contacts.
- Respects the confidentiality of information regarding students, faculty and school.

### **Job Skills & Qualifications**

- Bachelor's degree in elementary education or another related field
- Current Illinois certification in elementary education

To apply for this position, please send a letter of interest, resume and credentials/licensure to Dr. Dennis Cramsey, Principal, at [dennis.cramsey@sfhg.org](mailto:dennis.cramsey@sfhg.org) or to:

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