



Position Description

Spanish Teacher

Mission Statement: Oakland Catholic High School is a Christ-centered, college preparatory school for young women of diverse backgrounds. The Oakland Catholic community is committed to an environment that promotes spiritual formation, excellence in education, a wide range of activities and athletics, and service to others. Formed under the patronage of St. Joan of Arc, Oakland Catholic is dedicated to teaching young women to lead lives of faith, courage and commitment as they lay the foundation for their future as responsible and respected global leaders.

Status: Full-time position; salary based on pay scale agreed upon by the Federation of Pittsburgh Diocesan Teachers and the Diocese of Pittsburgh.

Reports to: Principal

Minimum Qualifications: Candidates must have a Bachelor's or Master's degree in Spanish language, literature, or an equivalent, proven written and verbal proficiency in Spanish and a PA certification in Spanish K-12. Candidates must demonstrate expertise in various levels of Spanish ranging from level I to level III. Skills must include, but are not limited to, experience with both synchronous and asynchronous teaching, familiarity with integrating technology in planning, proficient written and verbal communication, current clearances to work within a Catholic school in the Diocese of Pittsburgh, a commitment to Catholic education and a clear understanding of the expectations of all constituents in a college-preparatory high school setting such as Oakland Catholic High School. Ideally, the candidate will demonstrate a genuine willingness to grow within the role and actively pursue professional growth opportunities and ways to enhance the World Language Department.

Responsibilities/Requirements:

- Create dynamic lesson plans, activities and content to help students achieve oral and written proficiency.
- Assigning valuable coursework and grading assignments in a timely manner
- Preparing students for both oral and written assessments.
- Teaching Spanish culture
- Collaborating with the Department Chair and other colleagues to create a comprehensive curriculum that prepares students to take higher level Spanish courses.

Working Conditions

- Position is a full-time position at Oakland Catholic High School that will require limited evening and weekend duties for school events and as outlined within the Union contract.
- Classroom provided, with equipment needed to perform job. School-owned laptop also provided for work purposes.
- Commitment from the school to enhance and support the World Language Department.