



## JOHN CARROLL HIGH SCHOOL SEEKING TO HIRE AN ENGLISH TEACHER

**FORT PIERCE** – John Carroll High School is seeking to hire a **full-time English teacher** for the 2025–2026 school year.

Applicants must hold a degree in English or a related field and be certified by the state of Florida. Candidates without current Florida certification will be considered if they are eligible to sit for the appropriate state exam and are willing to complete the steps required for professional certification. A minimum of three years of teaching experience is preferred, and experience in teaching high school English is strongly encouraged.

To apply, please read and review the instructions titled “School Teacher Application Instructions” and download and complete the “School Teacher Application” from the following link:

[DPB Applications](#)

Please forward a letter of interest, the employment application(s), resume, salary requirements, and list of references to the attention of Mr. Michael Bryk, Principal by June 20, 2025.

**Via Email:** [mbryk@johncarrollhigh.com](mailto:mbryk@johncarrollhigh.com)

Visit [johncarrollhigh.com](http://johncarrollhigh.com) or call 772-464-5200 for more information about John Carroll High School.

### ***About John Carroll Catholic High School***

*John Carroll Catholic High School is located in Fort Pierce, Florida, and strives to inspire, foster, develop, and affirm the young people entrusted to its care. It serves its students, alumni, families and the community at large. For more information about John Carroll High School, please visit [johncarrollhigh.com](http://johncarrollhigh.com) or call 772-462-5200. “Like” John Carroll on Facebook, follow on Twitter @JohnCarrollIHS and follow on Instagram @johncarrollhighschool.*



## **High School: Classroom Teacher -** **10-month Employee**

Department: 5030.05

Full Time: 37 ½ hrs. (Monday – Friday) 7:35 am – 3:10pm

Additional Hours required on special events and occasional weekends

Off: All school holidays and summer months

Reports to: Principal

FLSA Status: Exempt

### **Essential Job Duties/Responsibilities of the Classroom Teacher:**

- Provide constant supervision of students while in your care
- Maintain classroom management system in line with John Carroll High School guidelines
- Cultivate relationships with parents and students rooted in open communication including quarterly email updates; lines of communication include conferencing, phone calls, notes, email, etc. Keep record of all professional-related parent contact
- Notify parents/principal when academic or discipline issue(s) becomes a deterrent to a student's personal success or that of other students
- Use developmentally appropriate teaching methods; incorporate active, research-based teaching strategies and technology into lessons; work to engage students of all learning styles through a variety of assessment techniques
- Complete lesson plans on a weekly basis according to JCHS standards; post all lesson plans in FACTS by 8:00 am on the first day of each week
- Post all grades at least once per week to FACTS per school policy
- Ensure you meet the minimum number of tests, quizzes, and homework to justify a student's grade; no single assignment should derail a student's grade
- Post student work regularly in and around your room and update bulletin boards quarterly
- Complete and submit Master In Service point or college coursework documentation for certificate renewal
- Serve as an active participant on committees and appeal boards as assigned
- Will maintain the integrity of the classroom, ensuring students are learning from bell to bell free of distraction and/or idle time
- Will advocate high and appropriate expectations for all students
- Will continually maintain all professional duties with the utmost integrity, including lesson plans, implementing best practices in the classroom, as well as skills learned at professional development workshops
- Maintains positive and productive relationships with other faculty members through frequent, honest, proactive, and respectful communication and problem-solving
- Will perform other duties as assigned by the principal

**Employee Specific Dispositions:**

- Will intentionally calibrate decisions and actions with the beliefs and values of the school
- Will maintain a positive outlook each day in the classroom and use uplifting language, demonstrating Christ-like warmth and joy, always advocating for the betterment of students
- Will maintain a growth mindset and be open to change, growth, and continuous improvement; will accept constructive criticism and suggestions
- Will refrain from gossip or other negative talk amongst colleagues, always maintaining the confidentiality of others
- Will positively collaborate with colleagues and make every effort to build up colleagues, students, and the larger JCHS community
- Will exercise good judgment in relationships with students, in all classroom conversation, and in social media usage, anchored in the Church's social teaching
- Will demonstrate cultural respect and understanding of all students

**Additional Job-Related Expectations and Duties:**

- Follow all policies and procedures written in the Faculty Handbook
- Be present, on time, and actively engaged in events and meetings that represent the life of the school, including Diocesan Professional Days
- Attend morning prayer, school Masses, Open House, Baccalaureate Mass, and graduation; strive to attend and participate in John Carroll functions throughout the year
- Provide written advance notification and keep Principal apprised of off-campus appointments, always updating the school's log book accordingly
- Other school-related responsibilities as determined by the Principal

**Qualifications:**

- Minimum of a Bachelor's degree
- Must maintain a valid Florida professional teaching license or be eligible for certification
- Proficient in Microsoft Office programs, as well as Renweb
- Excellent and professional interpersonal skills and ability to maintain confidentiality
- Ability to multi-task, work independently, and make responsible judgment calls
- Strong organizational skills
- Ability to use office equipment (fax, computer, copier, iPad, etc.)
- Willing to become proficient in computer and iPad applications used by the school

**Physical Requirements**

- Occasional light lifting and carrying of under 15 pounds
- Occasional moderate carrying and lifting of 15 – 44 pounds
- Frequent use both hands and fingers (i.e. typing)
- Frequent extended periods of sitting or standing
- Occasional periods of kneeling and climbing
- Occasional ability of minimal hearing (i.e. loud noises, sirens) and routine hearing (i.e. listening to others in conversation)
- Frequent time spent working closely with others