



Bellarmino
College Preparatory

Spanish Teacher

Bellarmino College Preparatory, a Jesuit secondary school, has been educating young "men for and with others" in the tradition of St. Ignatius Loyola, founder of the Society of Jesus, since 1851.

Bellarmino College Preparatory, located in San José, California invites applications for a Spanish Teacher position beginning on/about July 10, 2023. Working at Bellarmine College Preparatory requires a commitment to the mission and values of the school, as well as an enthusiasm for contributing to its co-curricular programs.

Bellarmino complies with the Americans with Disabilities Act (ADA) and considers reasonable accommodations that may be necessary to perform the essential functions of the job.

Responsibilities:

- Teach Spanish in the Modern and Classical Languages (MCL) Department
- Collaborate with colleagues on aligning MCL curriculum, instruction, and assessments
- Hold regular office hours and meet with students who need assistance
- Communicate regularly with parents, counselors, and administrators to ensure the success of each student
- Demonstrate a commitment to ongoing professional growth
- Fulfill periodic substitution and prefecting responsibilities
- Abide by all school policies and regulations
- Complete other duties and/or projects as assigned

Minimum Qualifications/Skills:

- Bachelor's degree
- Demonstrate an understanding of key principles of language acquisition and create linguistically and culturally rich learning experiences
- Integrate and use technology for instruction and assessment
- Design authentic assessments and analyze results to adjust instruction
- Familiarity with Jesuit secondary education
- Ability to work effectively with staff and students at all levels, displaying a positive attitude, demonstrating cultural proficiency, and exhibiting motivation and drive; this includes the ability to provide clear expectations to students while building positive relationships
- Excellent verbal and written communication skills, including the ability to express oneself clearly and concisely, and successfully interact with external and internal constituents; this includes the ability to resolve conflicts
- Self-directed with proven ability to assume responsibility, work independently, creatively solve problems, and move work/projects to completion with minimal supervision
- Ability to prioritize and complete tasks/assignments/projects within established time frames and with strong attention to detail, including the ability to stay focused and manage multiple projects/activities simultaneously
- Proficiency with Microsoft Office Applications and the ability to operate all other applicable software

Preferred Qualifications/Skills:

- Master's Degree in Subject Matter or Master's Degree in Teaching
- Single Subject Credential



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Physical Requirements:

- Ability to lift 20 pounds, using proper lifting techniques
- Ability to sit, stand, and/or move around the classroom as needed
- Ability to travel around our campus safely and comfortably
- Ability to use a keyboard (or an alternative input device) and other office equipment
- Ability to read information in printed material and on a computer screen (often for extended periods of time) and/or on a mobile device/laptop

General Information:

- This position pays according to our established faculty salary scale, available [here](#)
- This position is classified as a Regular Full-Time Exempt
- This position is eligible for Bellarmine's excellent benefits package
- This position will begin work on/about July 10, 2023, to prepare for the school year and is to be completed in accordance with the published school calendar as instructed by the school's administration
- **Application submission deadline is Friday, May 12, 2023. Applications received afterwards may be reviewed but this is not guaranteed**

To Apply Online: Please complete the *Bellarmino Faculty Application Form* located on our [employment web page](#) under Employment Applications and upload all applicant materials (**Faculty Application Form, Resume, and Cover Letter required**) through the position posting via [BCP Career Center](#).

Bellarmino College Preparatory is an equal opportunity employer. Qualified applicants will receive consideration for employment without regard to race, color, sex, pregnancy, childbirth, marital status, age, national origin, ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, veteran status, gender, gender identity, genetic information or any other category protected under federal or local law.

**As a Catholic, Jesuit school, Bellarmine may preserve its state and federal protections as a religious institution and may grant more favorable consideration to Roman Catholic applicants.*
