



ST. ELIZABETH'S SCHOOL

OVERVIEW

[St. Elizabeth's School](#) seeks a **part-time Middle School Spanish teacher** for the 2024-2025 school year. St. Elizabeth's School is a K-8 Episcopal school in Denver founded on the principles of equity, belonging, and excellence, and that a family's current financial circumstances should not dictate a child's future. Diversity is not only a strength at St. Elizabeth's (over 50% of our faculty and staff and students identify as People of Color), it is central to our teaching. We believe myriad voices, experiences, and perspectives enable cross-cultural communication, empathy, and deepen learning. Teaching at St. Elizabeth's requires a BA or equivalent, and an MA is preferred. As an Equal Opportunity Employer, St. Elizabeth's School is committed to being an environment in which all people are respected and valued. As such, discrimination in any form, such as that based on race, religion, ethnicity, gender, gender identity, sexual orientation, age, or socio-economic status, will not be tolerated. The school actively works to acknowledge, respect, and celebrate the individual and common threads of our humanity.

MIDDLE SCHOOL SPANISH TEACHER [PART-TIME, 16 HOURS PER WEEK]

Reports to: Division Head

Job Summary

As an integral part of St. Elizabeth's mission, the Middle School Spanish teacher fosters students' cultural understanding, literacy, and understanding. As a culturally responsive educator, the Middle School Spanish teacher helps students develop the listening, speaking, reading, and writing skills to interpret the array of cultures and to interact meaningfully and respectfully with native Spanish speakers and authentic texts. This position requires fluency in Spanish, strong instructional skills, and a deep commitment to equity in education. All teachers at St. Elizabeth's are expected to uphold the mission and core values of the school. This is a part-time position, approximately 16 hours per week.

Essential Duties and Responsibilities

- Demonstrate an appreciation for middle school children and the wonderful strengths and challenges of their brain development
- Develop and implement comprehensive Spanish language instruction aligned with grade-level curriculum standards and proficiency benchmarks
- Utilize a variety of instructional strategies, resources, and technology to actively engage students in language acquisition and cultural exploration
- Foster a love for the Spanish language and Hispanic cultures through interactive lessons, authentic materials, and real-world connections
- Demonstrate cultural awareness, including knowledge of oneself and the cultural lenses one brings to interactions
- Maintain Spanish budget with supply orders and upkeep
- Build a caring and respectful classroom environment where mistakes are okay and differences celebrated
- Support the academic/social/emotional/spiritual development of all students
- Stay abreast of current research and best practices to support the growth of all students
- Design and administer formative and summative assessments to evaluate students' language proficiency, growth, and cultural understanding
- Provide timely and constructive feedback to students, offering guidance for improvement and recognizing their accomplishments
- Communicate effectively with families through newsletters, calls, ParentSquare about what's happening in the classroom

- Attend and actively contribute to team meetings, professional development opportunities, and school-wide initiatives
- Maintain up-to-date and accurate records about students and their progress and complete and submit written comments/grades about students and their progress as determined by the Employee Handbook
- Share supervisory duties and general support and care of the school community
- Perform necessary routine tasks and daily maintenance of the classroom
- Model integrity, curiosity, responsibility, flexibility, and respect for all persons as well as an appreciation for racial, religious, cultural, and gender diversity and by committing to personal and professional growth in equity and justice in education

Other Duties

- Attend Faculty In-Service, Curriculum Night, Parent-Teacher Conferences, Back-to-School Picnic, at least one admissions event, Winter Concert, Spring Showcase, Graduation, professional development days, staculty meetings, and other events as determined by the Head of School
- Organize and participate in field trips
- Participate in admissions process by providing feedback on applicants in a timely manner
- Perform other duties as assigned by the Head of School

Qualification Requirements

- Bachelor's degree in Education, Spanish, or a related field (Master's degree preferred).
- Proven experience teaching Spanish to middle school students
- Native or near-native fluency in Spanish and English, with exceptional written and oral communication skills in both languages.
- Strong understanding and commitment to social justice principles, equity, and inclusivity.
- Proficiency in implementing student-centered, culturally responsive teaching strategies.
- Ability to integrate technology and digital resources effectively in language instruction.
- Excellent interpersonal skills and the ability to collaborate with colleagues, administrators, students, and parents/guardians.
- Strong organizational skills, flexibility, and a passion for fostering a supportive and inclusive learning environment.

Salary Range

\$9,900-\$12,000 for remainder of the year, based on \$20,000-\$25,000 annually

Benefits

Part-time employees at St. Elizabeth's School are offered a wide range of benefits, including:

Holidays	Bereavement Leave	Professional Development
Sick/Personal Leave	Direct Deposit	Computer Purchase Program
Administrative Leave	Jury Duty Pay	Free Aftercare

How to Apply:

To apply, please review our [website](#) and our [Inclusive Language Guide](#) and email the following to Ruth Poulsen, Head of Middle School at rpoulsen@sesden.org:

1. Cover letter addressed to Adriana Murphy, Head of School
2. Resume
3. List of three references with contact information, at least one of which is a supervisor

Non-discrimination Statement

St. Elizabeth's is committed to building a diverse, equitable, and inclusive educational community and does not discriminate on the basis of age, race, religion, gender, gender identity, sexual orientation, or national or ethnic origin.