

Part-time College Advisor

St. Joseph's Academy, a Catholic college-preparatory high school for young women in St. Louis, is seeking a **part-time College Advisor** for the 2022-2023 school year. The primary goals of the St. Joseph's Academy College Advising Department are to inform, empower, and support students as they discover colleges, universities, and gap year programs that provide an excellent fit on myriad levels including academics, finances, and campus culture. With the Sisters of St. Joseph as our guides, the SJA college advisors strive to cultivate meaningful (and right) relationships with each student as they understand college is not a "one size fits all" experience. The part-time advisor's primary responsibilities are to advise a caseload of 10-20 students (and their families) through all aspects of the college search, application, and decision processes; maintain and cultivate relationships with college admissions officers; stay informed on current admissions and counseling trends; Assist with producing and editing outward communications, and engage enthusiastically and actively in the St. Joseph's Academy community. Qualified candidates will have at least a bachelor's degree and at least two years of experience working at a high school or selective college admissions office, excellent communication skills, and capacity for managing multiple areas of responsibility. Please see the full job description at <https://www.sja1840.org/about-sja/employment>. Interested candidates may email a cover letter and a resume to the Principal of Academic Affairs, Dr. Jennifer Sudekum, at employment@sja1840.org. No phone calls. Please put "Part-time College Advisor" in the subject line of the email.

Long-term substitute Visual Art Teacher

St. Joseph's Academy, a Catholic college preparatory high school for young women in St. Louis, Missouri, is seeking a **long-term substitute Visual Art Teacher** for the remainder of the 2021-2022 school year. Qualified applicants should have Missouri teacher certification in art and experience teaching high school art. A Master's degree is preferred. Interested candidates may email a cover letter and a resume to the Principal of Academic Affairs, Dr. Jennifer Sudekum, at employment@sja1840.org. No phone calls. Please put "Long-Term Sub Art" in the subject line of the email.

Visual Art Teacher

St. Joseph's Academy, a Catholic college preparatory high school for young women in St. Louis, Missouri, is seeking a full-time **Visual Art Teacher** for the 2022-2023 school year. Qualified applicants should have Missouri teacher certification in art and experience teaching high school art. A Master's degree is preferred. Interested candidates may email a cover letter and a resume to the Principal of Academic Affairs, Dr. Jennifer Sudekum, at employment@sja1840.org. No phone calls. Please put "Visual Art Teacher" in the subject line of the email.

Technical Theater Director

St. Joseph's Academy, a Catholic college-preparatory high school for young women in St. Louis is seeking a Technical Theater Director. This is a ten-month position with benefits. Responsibilities include technical, staging, and lighting needs for all school activities. Also includes safety compliance, theater scheduling, theater maintenance budgeting, maintaining theater inventory and sound/lighting equipment, and assisting performing arts instructors with all productions. Interested candidates may email a cover letter and resume to Karen Davis, Principal of Student Affairs at employment@sja1840.org No phone calls and please place Technical Theater Director in the subject line of the email.