



## **St. John Paul II Catholic Schools**

560025<sup>th</sup> Street South • Fargo, ND 58104-7123

Voice: 701-893-3200 • Fax: 701-893-3277 • [www.jp2schools.org](http://www.jp2schools.org)

Holy Spirit Elementary School • Nativity Elementary School • Trinity Elementary School  
Sullivan Middle School • Shanley High School

### **Open Positions - Administrative**

We currently have no open Administrative positions available.

### **Open Positions - Teacher**

#### **Spanish Teacher – Shanley High School/Sullivan Middle School (1.0 FTE)**

Candidate must be qualified to teach Spanish courses at the High School and Middle School grade levels. Possible courses will include Exploratory Spanish, Spanish I and Spanish II. In addition, candidates must have knowledge of curriculum development and be able to effectively communicate with students, staff and parents. Candidates must hold or be able to obtain current ND Educator's Professional License. Deadline for applying: Open Until Filled. Submit cover letter, resume, completed certified application, three letters of recommendation and transcripts.

#### **Substitute Teachers – All locations**

Candidates must have knowledge of curriculum development and be able to effectively communicate with students, staff and parents. Candidates must hold or be able to obtain current ND Educator's Professional License. Submit completed substitute application, Resume, three letters of recommendation and ND Educator's License.

### **Open Positions - Support**

#### **Custodian – Trinity Elementary (1.0 FT)**

Under the direction of the School Administrator, plan, coordinate and perform custodial services to maintain a neat, clean, sanitary and safe school facility. Candidates must be able to work appropriately with children. Other requirements include but are not limited to working wide variety of cleaning chemicals and equipment, make minor repairs such as changing light bulbs and ballasts, change filters and maintain inventory and records. Deadline for applying: Open Until Filled. Submit cover letter, resume, and general application.

#### **After School Program – Multiple Locations (PT)**

Looking for a dynamic and energetic individual(s) to supervise students and organize after school activities for students in grades Pre-K thru 5 for the 2018-19 school year. The hours will be 3:00 – 6:00 on Monday, Tuesday, Thursday and Friday and 2:30 – 6:00 on Wednesday with the available to work on JPII non-school days. No weekends. Can be flexible with availability. Deadline for applying: Open Until Filled. Submit cover letter, resume and general application.



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### Substitute Para-Professionals – Multiple Locations

Looking for a para-professionals to assist in the Little Deacons 3 year old program. Candidate will work under the direction of the Lead Teacher to provide support and help create a positive learning and socialization environment the students to grow. Flexible schedule with no weekends and additional hours available on JP2 non-school days. Deadline for applying: Open Until Filled. Submit cover letter, resume, general application and three letters of recommendation.

### Positions - Coaches

We currently have no open coaching positions available.

Application materials can be submitted to:

Human Resources  
St. John Paul II Catholic Schools Network  
5600 25<sup>th</sup> Street South  
Fargo, ND 58104  
Fax: 701-893-3277  
Email: [Human.Resources@jp2schools.org](mailto:Human.Resources@jp2schools.org)



12/07/18

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*The Mission of St. John Paul II Catholic Schools is to inspire excellence by teaching the total person and fostering the following of Christ, as taught by the Catholic Church*