



Memo

Date: March 23, 2020
To: Pastors/Administrators and department heads
CC: Parish secretaries
From: Marquita Richburg, Manager, Office of Human Resources
Re: Position vacancies

Our Lady of the Assumption Catholic School, serving PK-8 and located in Brookhaven, seeks a part-time **school nurse** for the 2020-2021 school year. RN preferred but not required. Current license/registration required. OLA is a drug-free workplace. Cover letter and resume may be submitted via email to lcordell@olaschool.org. **No phone calls please.**

Our Lady of the Assumption Catholic School, serving PK-8 and located in Brookhaven, seeks a full-time **middle school language arts teacher** for the 2020-2021 school year. Teacher certification required. OLA is a drug-free workplace and offers a competitive salary and full benefits package. Cover letter and resume may be submitted via email to lcordell@olaschool.org. **No phone calls please.**

St. George Catholic Church in Newnan is searching for a part-time **director of music/organist**. Responsibilities include a Saturday evening Vigil Mass at 5 p.m., Sunday morning Masses at 8 a.m. and 10 a.m. and Holy days of obligation. The candidate will coordinate the children's choir with a curriculum from Chorister's Guild in place. Instruments include an Allen 3-manual Bravura custom organ, 3 manuals and a French terraced console design. Salary is negotiable based on education and experience. Interested parties, please email your resume to Mer Cormier at mcormier@stgeorgenewnan.org.

Please make these announcements available to your employees and publish in your parish newsletter and bulletins for the month of March/April. Thank you.