



Memo

Date: April 6, 2020
To: Pastors/Administrators and department heads
CC: Parish secretaries
From: Marquita Richburg, Manager, Office of Human Resources
Re: Position vacancies

Blessed Trinity Catholic High School is seeking a full-time **choral director** for the 2020-2021 school year. A bachelor's degree in music education or a related field required. Preference given to those with a master's degree or higher. Position involves teaching two or three levels of choral courses, history of music, songwriting and advanced musical theatre. Extracurricular responsibilities include, direction of the school choral club, the Trinitones, a cappella group; campus ministry chorus for all-school Masses, collaboration with the Drama Director for the spring musical and a number of choral concerts throughout the year. Interested and qualified candidates should mail a cover letter, resume and references to Ms. Nan Barrett, Blessed Trinity Catholic High School, 11320 Woodstock Road, Roswell, Georgia 30075, or attach as a Word document, Google doc or PDF to resumes@btcatholic.org.

Blessed Trinity Catholic High School is seeking a **theology teacher** for the 2020-2021 school year. Candidates should have experience in teaching high school. Master's degree in theology, catechesis or related degree required. Teaching Theology involves both communicating the Catholic faith in a vibrant way and providing an authentic witness as a disciple of Jesus Christ. Involvement in other ministries that have helped to shape the spiritual life of young people is a plus. An expectation of the job is to contribute to the school community in other ways, including coaching sports, sponsoring clubs or taking on additional responsibilities. Blessed Trinity is approved as a drug-free workplace environment. Interested and qualified candidates should mail a cover letter, resume and references to: Ms. Nan Barrett, Blessed Trinity Catholic High School, 11320 Woodstock Road, Roswell, Georgia 30075, or attach as a Microsoft Word document, Google doc or PDF to resumes@btcatholic.org. If you have any additional questions, please feel free to email Theology Department Chair Ed Morzen at emorzen@btcatholic.org.

Blessed Trinity Catholic High School is seeking a **Spanish teacher** for the 2020-21 school year. Candidates must have prior high school teaching experience. Bachelor's degree in Spanish and certification in Georgia required. Preference is given to those with a master's degree. Must be able to teach high-level courses, including Advanced Placement Spanish. A requirement of the job is to contribute to the school community in other ways, including coaching sports, sponsoring clubs or taking on additional responsibilities. Interested and qualified candidates should mail a cover letter, resume and references to: Ms. Nan Barrett, Blessed Trinity Catholic High School, 11320 Woodstock Road, Roswell, Georgia 30075, or attach as a Word document, Google doc or PDF to resumes@btcatholic.org.

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