



Memo

Date: February 19, 2024
To: Pastors/Administrators and department heads
Cc: Parish secretaries
From: Marquita Richburg, director, Office of Human Resources
Re: Position vacancies

Want a chance to work with young children that's fun and rewarding with a creative and supportive team, part-time weekday hours (9-1) and all Cobb County breaks off? **Holy Family Preschool** in Marietta, is seeking **preschool teachers** – lead, assistant and substitute – to begin in August 2024. Some positions are just a couple of mornings a week, others flexible days! Qualified candidates must have a positive and nurturing attitude, and enjoy helping children develop and grow in a loving, Catholic environment. A degree in education is ideal but not required. A degree in a related field and experience working with children is preferred. Holy Family offers ongoing professional development. To apply and learn more, email resume highlighting work or volunteer experience with young children to Director Kate Viets, kviets@holyfamillycc.org. Find us online: www.holyfamilycc.org/preschool.

Holy Redeemer Catholic School, a twice-awarded National Blue Ribbon School of Excellence located in Johns Creek, is accepting applications for a certified full-time **middle school math teacher** for the 2024-2025 school year. Holy Redeemer serves students in grades K-8. We offer competitive salaries and a comprehensive benefits package along with opportunities for professional development and reimbursement for approved field-related advanced coursework. Applicants should possess certification in teaching middle school math and algebra or meet the requirements for eligibility and possess a minimum of a bachelor's degree in education. Experience preferred but not required. Holy Redeemer offers a drug-free environment and is in full compliance with federal statutes for non-discrimination in its employment practices. Cover letter and resumes may be submitted via email to lschell@hrcatholicsschool.org.

Holy Redeemer Catholic School in Johns Creek, is seeking a full-time **middle school language arts teacher** for the 2024-2025 school year. Holy Redeemer

serves students in grades K-8 and is a twice-awarded Blue Ribbon School of Excellence. We offer competitive salaries and a comprehensive benefits package along with opportunities for professional development and reimbursement for approved field-related advanced coursework. Applicants should possess certification in teaching language arts at the middle school level and a minimum of a bachelor's degree in education. Experience preferred but not required. Holy Redeemer offers a drug-free environment and is in full compliance with federal statutes for non-discrimination in its employment practices. Cover letter and resumes may be submitted via email to lschell@hrcatholicsschool.org.

St. Thomas More School is a PreK-8 school located in Decatur. Applications are being accepted for certified PreK, fifth grade, **middle school math and ELA teachers** for the 2024-2025 school year. These are permanent, full-time positions with paid health care and great benefits. St. Thomas More School offers a drug-free environment and is in full compliance with federal statutes for non-discrimination in its employment practices. If you are interested, please send a cover letter and resume to sbland@stmga.org. We are an AJC Top Workplace 2020 - come join us!

Our Lady of Perpetual Help Catholic Church, in Carrollton, is looking for a dynamic, energetic, faith-filled disciple of Jesus Christ to serve as **high school youth minister & confirmation coordinator** for the upcoming 2024-2025 school year. This full-time position is responsible for coordinating confirmation and the high school youth ministry program. The tentative start date for this position is: July 1, 2024. Resumes may be emailed to Father Gaurav Shroff at pastor@olphcc.org.

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