



WILLOWS ACADEMY

Open Position: Spanish Teacher
Reports to: Head of School
Member of: World Language Faculty
Salary Range: \$45,000-\$55,000

Start Date: August 10, 2026

Duties:

Willows seeks a candidate to teach Spanish at the high school level. This full-time position requires background and expertise in the Spanish language, grammar, and culture, as well as experience and/or potential to teach Spanish I-IV and AP Spanish. Candidates should be passionate about engaging girls in world languages and cultures and be able to contribute to a strong Spanish program and World Language department.

World Language Department Philosophy:

The World Languages Department offers modern romance languages, French and Spanish. As students become proficient in a second language, they acquire grammar, pronunciation, reading, and writing skills, along with an awareness of cultural nuances that enables them to communicate successfully in a globally connected world. Students will develop an understanding of and appreciation for different cultures while examining their own social and cultural milieux with a fresh perspective. The study of a world language is a progressive experience and implies progressive acquisition of linguistic skills. Reading, writing, speaking, and listening are emphasized. Introductory Latin is an elective for any high school student.

Application process:

Please submit a cover letter expressing interest in a particular position and resume to employment@willowsacademy.org

Teaching at Willows

School Context and Mission:

Willows Academy challenges young women to transform society for the good. In partnership with parents, we facilitate the development of their character, intellect, and love of God. Guided by the teachings of the Catholic Church, we focus on providing a rigorous liberal arts curriculum, personalized mentoring, and vibrant student life.



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What Willows Offers

1. An authentically Catholic school that supports traditional values.
2. A joyful, welcoming, all-girl environment with measurable social and learning benefits.
3. A strong partnership with parents, where parents are supported as the primary educators of their daughters.
4. A personalized experience with one-on-one monthly mentoring, small class sizes, and vibrant student life programs in athletics, performing arts, clubs, and co-curriculars.
5. An integrated educational approach uniting a rigorous liberal arts curriculum with faith, character, and personal formation.
6. A tradition of excellence: our graduates consistently attend some of the best universities in America.

Portrait of a Willow's Teacher

A Willows teacher:

- Reflects on teaching practice to make instruction meaningful and engaging for students.
- Partners with parents as students' primary educators.
- Strives to educate the whole person, both inside and outside the classroom.
- Works with optimism and professionalism.
- Contributes to a collegial, professional learning community.

Teacher Responsibilities:

- Use professional expertise to develop unit and lesson plans aligned with the course description and department mission.
- Design formative and summative assessments that show evidence of student understanding and offer feedback for students to grow.
- Establish a classroom culture of respect, rapport, and love of learning.
- Supervise 2-3 study hall periods during the week.
- Work closely with department head(s) and dean(s) to make curricular decisions and address student needs.
- Participate in school-sponsored professional development and mentoring, including regular department meetings, grade-level meetings, and faculty



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In-service days. Additional support for outside professional development is available.

- Communicate with parents at Back-to-School Night, Parent-Teacher Conferences, and via email, phone, or in-person meetings.
- Serve as a mentor to 3-5 students.
- Collaborate with a team of teachers to lead a homeroom.
- Participate in school traditions.
- Teachers are welcome to further support student life as club moderators and sports coaches.
- Support the admissions office with school visitors and open houses.
- Uphold school policies and perform other job responsibilities as requested.

Teacher Qualifications:

According to its mission and vision, Willows Academy is an all-female teaching and learning environment. The applicant must hold at least a bachelor's degree; a master's degree and teaching certification in the subject area are preferred.

Applicants will be selected based on their in-depth understanding and commitment to the school's vision and mission; their ability to work closely and communicate effectively with individual students/parents/coworkers; their subject-matter expertise; and their breadth and flexibility in instructional strategies.

Benefits:

Salary commensurate with experience and educational qualifications. Full-time employees are eligible for medical, dental, and vision insurance, as well as long-term and short-term disability insurance and life insurance.

See Willows in Action:

[Willows Website](#)

[You Belong Here Video](#)

[Willows on Fox 32 Pep Rally Friday](#)