Catholic Diocese of Evansville
Catholic Schools Office
4200 N. Kentucky Ave • P.O. Box 4169
Evansville, Indiana 47724-0169
Phone: (812) 424-5536 • Fax: (812) 424-0973
Web Address: www.evdio.org

School Name: Annunciation at Holy Spirit

Contact Name: Stephaine Sharber, Principal

Contact Phone Number: 812-477-9082

Contact Email: ssharber@evdio.org

Date Posted: 10/22/2026

Date Closed: Open until the position is filled.

Job Type: Teacher

Employment Type: Full-Time

Title/Position: Teacher

Grade Level/Subject Area: 6th–8th Grade English Language Arts (ELA) and Social Studies Teacher

Start Date: 10/23/2026

Job Description/Responsibilities:

Annunciation Catholic School at Holy Spirit is seeking a dedicated, enthusiastic, and student-centered 6th–8th Grade English Language Arts (ELA) and Social Studies Teacher to join our school family. The ideal candidate will foster a love of reading, writing, history, and learning while supporting students' academic, social, and spiritual growth in a faith-filled environment.

Key Responsibilities

1. Plan and deliver engaging, standards-aligned ELA and Social Studies instruction that meets middle school students' academic and developmental needs.
2. Develop students' reading, writing, grammar, vocabulary, communication, and critical-thinking skills.
3. Maintain a positive, structured classroom that encourages engagement, independence, and academic growth.
4. Assess student progress, use data to guide instruction, and provide interventions and enrichment.
5. Consistently implement school curriculum, instructional expectations, and classroom procedures.
6. Communicate professionally with families regarding student progress, performance, and needs.
7. Collaborate with colleagues, specialists, and administration to support student success.
8. Maintain accurate student records, lesson plans, grades, and required documentation.
9. Support the school's mission, values, policies, and Catholic identity.
10. Participate in professional development, faculty meetings, school activities, and faith-based events.
11. Promote responsibility, character, respect, positive relationships, and a strong classroom community.
12. Prepare students for high school through academic rigor, responsibility, and independence.

Ideal Candidate

We are looking for a passionate educator who builds meaningful relationships with students, maintains high academic expectations, and creates an engaging learning environment. The ideal

candidate is collaborative, organized, flexible, and committed to helping every student reach their full potential while embracing the values and mission of Catholic education.

Qualifications:

Education Requirements:

• Must hold or be eligible to obtain a valid Indiana Teaching License

Additional Instructions:

Please submit your letter of interest and resume to Mrs. Stephaine Sharber at ssharber@evdio.org
Application Packet can be downloaded from the Diocese of Evansville website.
Certified Teacher Application: https://www.evdio.org/certified-employee-application-instructions.html
A complete application packet must be on file with the Catholic Schools Office prior to any offer of employment.
Applicants shall exhibit in behavior and lifestyle values compatible with Catholic beliefs. All employees shall abide by the laws of the Church and the state. All employees must comply with the provisions of the Safe Environment Program of the Diocese of Evansville.

Application Instructions:

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at **cso@evdio.org.**

Application Packets can be downloaded from the Diocese of Evansville website.
Certified Teacher Application **http://www.evdio.org/certified-employee-application-instructions.html**
Non Certified Application **http://www.evdio.org/non-certified-employee-application-instructions.html**
Bus Driver Application **http://www.evdio.org/bus-driver-employee-application-instructions.html**