



Catholic Diocese of Evansville
Catholic Schools Office
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School Name: St. Benedict

Contact Name: Megan Orandi

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Date Posted: 4/1/2026

Date Closed: 7/30/2026

Job Type: Non-Certified

Employment Type: Part-Time

Title/Position: Other

Grade Level/Subject Area: K-5 Librarian

Start Date: 7/30/2026

Job Description/Responsibilities:

St. Benedict Cathedral School is seeking a nurturing, organized, and engaging individual to serve as our Elementary Librarian for students in Kindergarten through 5th grade. This role is an important part of our school community, helping to foster a love of reading while creating a calm, welcoming space where students can grow academically and socially.

The Librarian will lead students during scheduled library time, providing a structured yet inviting environment that encourages curiosity, creativity, and a love for books. This individual will manage student groups in a calm and supportive setting while helping students develop literacy skills and a lifelong appreciation for reading. In addition to librarian tasks, this position also works one-on-one or in small groups to support students with academic needs. Collaborating with teachers to support classroom learning and reinforce literacy skills. Maintaining an organized and welcoming library space. Supervising students during lunch and recess, ensuring a safe and positive environment

Qualifications:

Experience working with elementary-aged children preferred

Strong classroom management and organizational skills

Ability to create a calm, positive, and structured environment

Passion for literacy and helping students grow academically

Strong communication and collaboration skills

Commitment to the mission and values of Catholic education

St. Benedict Cathedral School is a faith-filled community dedicated to forming the whole child. We are looking for someone who brings warmth, patience, and enthusiasm to this role and who will help create a space where students feel both supported and inspired.

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>