

# We are Hiring

for the 2025-26 school year:



*Applicants should have high energy and a passion for education and children.*



## Full-time Classroom Teachers *First, Fifth, and Seventh Grades*

- Full-time classroom teachers
- Applicants must have a valid Illinois teaching certificate
  - Positions include benefits and pension package

## Part-time Spanish Teacher

- Part-time: approximately 3 hours per week
  - Teach fifth-eighth grade students
- Provide an introduction to the Spanish language and culture

## Part-time Band/Music Teacher

- Part-time: two full days per week
- Lead fifth-eighth grade bands including instrumental instruction
  - Provide fourth grade recorder instruction
  - Teach music to primary grades

## Clubhouse Workers

- Part-time: scheduling options between the hours of 11:00am-5:30pm
  - Supervise children in our after-school "Clubhouse" program
  - Must be 21 years of age or older

## Lunch Program Bookkeeper

- Part-time: approximately 2 hours per week
  - Process student lunch payments
- Pay lunch program bills and balance lunch accounts



**SACRED HEART**  
Catholic School

***Go & Make Disciples***  
*Matthew 28:19*

Please submit letter of interest,  
copy of transcript, & resume to:

Sacred Heart School  
Attn: Mrs. Angela Sheehan  
407 S. Henrietta St., Effingham, IL 62401  
or email: [a.sheehan@sheff.org](mailto:a.sheehan@sheff.org)