



Position: Business Pathway Program Director
Type: Full-Time (1.0 FTE) or Part-Time (0.6 FTE Available)
Schedule: Monday – Friday, 7:30 AM – 3:00 PM (Full-Time) or Adjusted Hours for Part-Time
Posted: January 31, 2025
Closes: Open until filled
Start Date: Upon Hire

We are seeking a Business Pathway Program Director to lead and expand our Business Pathway Program. Promote student engagement, and cultivate industry partnerships. This is a full-time, teacher leadership position for someone with a background in business (or a related field) and passion for giving students experiential learning opportunities. The successful candidate will be able to teach 3 periods of elective classes, overseeing the student store, and leading our DECA Program. While the **full-time (1.0 FTE) position** is preferred, we welcome applicants interested in a **part-time (0.6 FTE) position**, with adjusted responsibilities.

Qualifications:

- B.A. (or higher) in Business or a related field.
- Current Washington State Teaching Certificate with an endorsement (or the ability to obtain endorsement) in Business / CTE or a related field is strongly preferred.
- At least 3 years high school teaching experience on a block schedule and familiarity with High School DECA is a plus.

Salary: Any offered salary is determined based on internal equity, internal salary ranges, market data, applicant's skills and prior relevant experience, degrees, and certifications. Range: \$46,300 - \$95,635.

Benefits: A comprehensive package of benefits is offered including medical plan options, dental, vision, life, accidental death and disability, long term disability, 403(b), HSA, and generous sick leave, personal days and holidays.

Application Process: To apply, complete the Seattle Archdiocese Employment Application on the Seattle Archdiocese website:

<https://www.applitrack.com/seattlearch/onlineapp/default.aspx?all=1>

After completion of above online application, submit a cover letter and resume with acknowledgment of application's completion to:

Alicia Mitchell, Principal (amitchell@am-hs.org)
Archbishop Murphy High School

12911 39th Avenue SE
Everett, WA 98208

Our Mission:

Archbishop Thomas J. Murphy High School is a Catholic, college preparatory school that welcomes students of all faiths. True to the spirit of the Gospel, Archbishop Murphy High School nurtures the full development of the gifts that God has given to each student, fosters service as an outgrowth of faith, and values diversity. Working with parents as partners in this educational ministry, we strive for academic excellence, spiritual enrichment, and Christlike leadership for the transformation of the world.

Located in south Everett Washington, Archbishop Murphy High School is a private Catholic high school known for its faith-filled community, academic excellence focusing on college preparation, active student involvement through Christian service, exceptional athletic programs and a variety of performing arts programs, clubs and activities. We offer a safe, supportive environment with small class sizes and individual attention.

Archbishop Murphy High School does not discriminate in its employment decisions or practices on the basis of gender, age, race, color, marital status, honorably discharged veteran or military status, national and ethnic origin, sexual orientation or any disability which can be reasonably accommodated in the administration of its educational policies and school administered programs. In keeping with its mission of providing a Catholic education, preference in hiring will be given to practicing Catholics.

Job functions:

We are seeking a full-time Business Pathway Program Director, who will help promote the program, teach 3 periods of elective classes, oversee the student store, lead our DECA program. The position is Monday– Friday, 7:30am – 3:00 pm.

Essential Duties & Responsibilities:

- Teach three classes on a block schedule, including Intro to Business & Management, Marketing & Management, and Future Ready.
- Develop and maintain strong parent and community volunteer support for the program.
- Cultivate relationships with a variety of stakeholders within the schoolhouse, larger AMHS community, and business community.
- All full-time teachers support programming during our Community Period and work with a smaller student group for the purpose of mentorship and advisory, while creating smaller communities within the larger AMHS schoolhouse.
- Must enjoy working with high school students and be committed to helping students learn.