

Diocese of Nashville

<https://dioceseofnashville.com/job/middle-school-director/>

Middle School Director

Description

Job Type: Full Time

Start Date: July 1, 2025

For over 85 years, Christ the King School has partnered with parents, our parish, and the community to serve God and educate students within the Catholic tradition of faith, academic excellence, love, and service. The school, located at 3105 Belmont Blvd. in Nashville, is a Pre-Kindergarten (4) through 8th Grade school with a history of academic excellence and a strong Catholic identity. Christ the King School

seeks a passionate and experienced Middle School Director to lead and support the academic and spiritual development of students in grades 5–8. This unique, full-time position combines part-time administrative leadership with part-time teaching responsibilities, offering the opportunity to shape individual classrooms and the broader middle school experience.

The ideal candidate is a collaborative leader with deep teaching expertise in the middle school setting, a commitment to Catholic education, and the vision to foster a strong, supportive, and academically rigorous learning environment.

KEY RESPONSIBILITIES

Administrative (Part-Time)

- Provide leadership and support to middle school faculty in curriculum, instruction, and professional growth
- Collaborate with school leadership to uphold the mission and strategic goals of the school while refining or developing middle school culture, guidelines, and policies
- Function as the chief articulator of the middle school's programs, expectations, behavioral guidelines, and other information to ensure all constituencies are informed and there is consistency with individual roles
- Assist with middle school scheduling, student discipline, parent communication, and faculty evaluations
- Support the admission and re-enrollment activities for the middle school and coordinate activities to introduce rising 5th-grade families and students to the middle school
- Promote a positive and faith-filled school culture aligned with Catholic values

Teaching (Part-Time)

- Teach two or more middle school classes (subject area based on expertise and school needs)
- Create engaging lesson plans aligned with school and diocesan standards
- Effectively manage the classroom and differentiate instruction to meet diverse student needs
- Assess student progress and maintain clear communication with students and families

Hiring organization

Christ the King School

Job Location

Nashville, TN

Date posted

April 14, 2025

Valid through

01.07.2025

Please send a cover letter, resume, statement of educational philosophy, and contact info for three professional references to Mr. Alan Mila:
alan.mila@cks-nashville.org

CKS faculty members model their Catholic faith through their words and actions, actively seek meaningful professional growth opportunities, and embrace lifelong learning. Consequently, faculty members are enthusiastic about their work, the students they teach and mentor, and the school community. Christ the King School is a vibrant, highly professional, and engaging environment.

REQUIREMENTS

- Bachelor's degree in Education or a content-related field (Master's or advanced degree preferred)
- Minimum of 10 years teaching, specifically in grades 5-8
- Valid TN Teaching License with appropriate endorsement(s) for grades 5-8 and content area
- Demonstrated strength in classroom management, pedagogy, and instructional leadership
- Strong communication skills, both written and verbal
- A collaborative spirit and commitment to the values and mission of Catholic school
- Experience with differentiated instruction
- Familiarity with best practices in literacy instruction and 21st-century learning

PREFERRED QUALIFICATIONS

- Master's Degree or higher in Education
- Experience in Catholic or private school settings
- Prior administrative or leadership experience
- Familiarity with digital tools for teaching and assessment

TO APPLY

Interested candidates should submit the following:

- Cover Letter
- Professional Resume
- Statement of Educational Philosophy
- Contact information for three professional references

Please send application materials to the Head of School, Mr. Alan Mila, at alan.mila@cks-nashville.org