



DIOCESE OF METUCHEN

DEPARTMENT OF EDUCATION

Thank you for your interest in Catholic Schools in the Diocese of Metuchen. Please complete the enclosed Application for Employment and the Teacher Addendum Application. Please include your phone number and email address. Return the forms to me along with a letter explaining why you would like to be a Catholic school teacher in the Diocese of Metuchen. After we receive all the required information and upon my review, your name will be posted on the "Teacher Log List" and sent to our principals. Hiring is done at the local level by the principal.

In order to keep our Teacher Log list up-to-date you will receive an email or telephone call from an Administrative Assistant, on an average of once a month, asking you if you want your name left on the Log list. Failure to respond in a week will result in your name being removed from the Log list.

I look forward to hearing from you and wish you success as an educator.

Sincerely,

Donna Kanowitz
Assistant Superintendent of Schools

Enclosures