



## **Job Description: Christian School Teacher**

**Overview:** Faith Christian Academy is looking for full- and part-time teachers. The qualified individual must be an evangelical Christian committed to serving as a Christian role model in harmony with the school's statement of faith and doctrinal positions. Teachers are expected to manifest the fruit of the spirit as presented in Galatians 5:22-23, KJV. The teacher shall be one who feels called by God to the teaching profession. He/she must be devoted to prayerfully working with administration, faculty, students, and parents to develop and maintain a school that is thoroughly Christian and academically exceptional.

**Job Title:** Middle, and High School Teacher

**Hours of Work:** Full-Time or Part-Time

**Goal:** The teacher shall prayerfully help students learn attitudes, skills, and subject matter that will contribute to their development as mature, able, and responsible Christians to the glory of God.

**Reports to:** All teaching staff are directly responsible to the Principal.

**Evaluation:** Teacher performance will be evaluated in accordance with procedures set forth in the Staff Handbook.

### **Education and Experience:**

#### Expectations

- Hold a bachelor's or higher degree from an accredited college or university.

#### Preferences

- Have completed student teaching and/or other educational field experience.
- Have two or more years of classroom teaching experience.
- Have a current teaching certificate from a Christian school association and/or State Teaching Certificate in Education. (Be willing to immediately obtain FLOCS certification if applicable)

### **Personal Qualifications:**

- Adhere to the FCA Statement of Faith.
- Have received Jesus Christ as his/her personal Savior.
- Believe that the Bible is God's Word; it is truth, and the standard for faith and daily living.

- Be deeply committed to a consistent daily walk with Jesus Christ.
- Spend time daily in personal devotions and prayer.
- Be a member in good standing of a local church, which has a Statement of Faith in agreement with the Statement of Faith of this school.
  - Each staff member is expected to be an active member of a church whose doctrine and teaching support the tenants of the school's statement of faith. This membership involves being a tither of record, attending the regular services, and supporting the ministry of the local church by some active Christian service. It is not the purpose of Faith Christian Academy to force upon its employees' membership in a particular church and/or denomination. However, each teacher/staff member should carefully search for a church home that will be doctrinally compatible with the school's statement of faith. It should be noted that unity of purpose and outreach often are achieved only when there is togetherness in worshipping God.
- Be a Christian role model in attitude, speech, and actions toward others. This includes being committed to God's biblical standards for sexual conduct as outlined in the Staff Handbook.
- Show by example the importance of Scripture study and memorization, prayer, witnessing, and unity in the Body of Christ.
- Follow the Matthew 18 principle in dealing with students, faculty, parents, and Administration.
- Motivate students to accept God's gift of salvation and to grow in their faith.
- Possess the ability to work with parents, students, and other school staff to develop a unified and successful educational program.
- Demonstrate the ability to accept and carry out responsibilities and make competent, professional decisions.
- Be willing to participate eagerly in professional development.
- Recognize the role of parents as primarily responsible before God for their children's education and be prepared to assist them in that task.
- Maintain a personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy.
- Respectfully submit and be loyal to constituted authority. Teachers should notify the administration of any policy he/she is unable to support. Teachers should also be willing to provide input and constructive recommendations for administrative and managerial functions in the school.

### **Professional Qualifications:**

#### Expectations for teacher

- Plan, prepare, and deliver lesson plans and instructional materials that facilitate active learning. Submit lesson plans in Curriculum Trak by the start of school Monday morning.
- Integrate biblical principles and the Christian philosophy of education throughout the curriculum and activities by building on a biblical-worldview foundation in every area
- Attend staff meetings regularly and on time.
- Expected to be present for other special functions after school and occasionally for meetings or other functions in the evening.
- Have adequate knowledge of computer technology in order to post grades, communicate with parents, and present lessons using classroom technology devices.
- Meet everyday stress with emotional stability, objectivity, and optimism.

- Use acceptable English in written and oral communication and speak with clear articulation.
- Utilize teaching techniques to achieve curriculum goals within the framework of the school's philosophy.
- Cooperate with the administration in implementing all policies, procedures, and directives governing the operation of the school.
- Assess the learning of students on a regular basis and maintain regular and accurate attendance and grade records to meet the demands for a comprehensive knowledge of each student's progress.
- Recognize the need for good public relations. Represent the school in a favorable and professional manner to the school's constituency and the general public.
- Attend and participate in scheduled devotions, in-service, retreats, committee, faculty, and parent-teacher organization meetings.
- Demonstrate preparation and skill in working with students from diverse cultural, economic, and ability backgrounds.
- Perform other duties which may be assigned by the administration. Keep in mind that our work is for Him: "Wherefore we labor, that, whether absent or present, we may be accepted of Him" (2 Corinthians 5:9). We should agree that leading, teaching, or working in this school ministry is a privilege. Remember that we stand before our students and their parents representing the Lord.

#### Classroom Management

- Maintain a clean, attractive, well-ordered classroom.
- Open classes with prayer and pray during the day with and for students.
- Enforce the school's discipline policy.
- Identify individual student needs and work with colleagues and other learning professionals to offer every opportunity for success to each student.
- Supervise students in different settings as needed, including but not limited to lunch duty, the classroom, assemblies, field trips, and drop-off lines.
- Grade and return student work promptly.
- Send out assignments and pertinent information in a timely manner.

#### Physical Requirements

- Teachers are regularly required to stand and walk (approximately 75% of each day); talk clearly; hear; reach with hands and arms; bend; stoop; twist; climb stairs and lift and/or move up to 25 pounds.
- Operate a computer, hand-held learning devices, and other office equipment.
- Each teacher must handle multiple tasks with energy and good organizational skills.
- Each teacher must be able to supervise students outdoors in different weather conditions.