



MOUNT CALVARY CHRISTIAN SCHOOL

Job Description: Elementary Teacher

Supervisor: Elementary Principal

Job Classification: Exempt

Spiritual Qualifications: The staff member must be a born again Christian who possesses a clear Christian testimony and evidence of spiritual maturity and servanthood. The teacher must possess a strong Christian philosophy of Education and be in agreement with the published doctrinal statement of Mount Calvary Church. Although the individual will not be functioning in a pastoral capacity, teachers should aspire to the highest levels of character (1 Timothy 3:2-12; Titus 1:6-9; Matthew 20:26-27 and Mark 9:35).

Job Qualifications: The individual should be a committed Christian who is also a high quality teacher with excellent teaching skills who has the minimum of an elementary teaching degree and certification including ACSI certification. The successful teacher must implement an educational program that meets and exceeds state standards and will follow Mount Calvary Christian School policies and procedure guidelines. The teacher is responsible for creating and maintaining a safe, organized, and stimulating classroom environment through personal example, positive relationships, discipline that is redemptive in nature, and differentiated instruction. The teacher will be responsible for all logistical tasks which include, but are not limited to, writing curriculum as part of subject area committees, writing and implementing daily lesson plans, assessing student understanding in a timely and effective manner, maintaining grades in Renweb, keeping parents informed of expectations and student progress, and actively participating and contributing to departmental and school-wide events.

Essential Duties: The teacher should be able to plan lessons based on the school's approved curriculum that reflect Mount Calvary's educational philosophy and emphasis on inquiry-based learning and higher-level thinking. Daily lessons must be standards-based, revolve around essential questions, include a variety of activities that directly correlate to the assigned standards and objectives, and include continuous formative and summative assessment. Instruction must be student-centered as opposed to content-centered. The teacher must reflect a personal commitment to life-long learning and the ability to adapt instruction to best meet individual student learning styles and ever-changing needs as well as present educational initiatives. A proven ability to communicate and collaborate effectively with parents, peers, and administrators is necessary.

Other Duties:

1. Actively participate in staff and professional development meetings as well as other professional development opportunities to improve competencies.
2. Perform any other related duties as assigned by the appropriate administrator.

Working Conditions & Physical Requirements: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. The person must be able to supervise children, which may involve picking up lower elementary students and assisting them physically in some way. The teacher has to be able to bend, stoop, lift up to 25 pounds, sit on the floor, climb stairs, walk, reach overhead, and stand for extended periods of time. In addition, the teacher must exhibit manual dexterity to make a telephone call, hear and respond to emergency notifications, read printed material with or without vision aids; hear and understand speech at normal levels, and speak in audible tones so that others may understand clearly.

This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other related duties as assigned by the supervisor or Superintendent.

Mount Calvary Christian School reserves the right to update, revise or change this job description and related duties at any time.

Approvals:

I acknowledge that I have received and read this job description and agree to its parameters.

Employee Name (Print)

Signature

Date

I acknowledge that I received a paper copy of, or an electronic link to, the Staff Handbook. I have read it and I consent to abide by the policies enumerated therein.

Employee Name (Print)

Signature

Date