

JOB DESCRIPTION

JOB TITLE: Teacher – English
SUPERVISOR/EVALUATOR: Superintendent/Principal
PERSONS TO BE SUPERVISED: Students

DESCRIPTION: The teaching staff of Trinity Christian School holds a key place in the effectual, fruitful ministry of the school. Teachers share with parents the responsibility of educating children according to the Word of God to bring glory and honor to the Lord. Looking upon teaching as a divine call, teachers seek to minister to the total person of the child through instruction, training, discipline, and example.

QUALIFICATIONS:

Spiritual

The teacher should exhibit the following:

1. Be a Christian believer and subscribe, without reservation, to the corporation's "Trinity Christian School Position on Denominational Issues Including Doctrine and Traditions" which includes the Statement of Faith, Vision and Mission Statements, and Philosophy of Education.
2. Demonstrate a conviction that God has called him/her to become involved in a Christian school ministry. (I Corinthians 7:21-24)
3. Demonstrate a consistent outward evidence of an inward Christian character. (I Timothy 4:12)
4. Maintain a regular and contributing involvement in a local Christ-centered church which believes in the authority of the Bible. (Hebrews 10:24-25)
5. Be convinced of the importance of prayer and a daily time of meditation in the Bible and actively pursue a relationship with God. (Psalm 42:1-2)
6. Demonstrate spiritual maturity and a teachable spirit. (Titus 2:2-8)
7. Have a workable knowledge of the Bible. (I Timothy 4:7)
8. Possess qualities of Christian leadership as recorded in I Timothy 3:2-12; Titus 1:6-9; Matthew 20:26-27; and Mark 9:35.

Academic and Professional Requirements

1. BA or BS Degree (preferably in education or in subject area)
2. An acceptable grade average in major field and overall.
3. Certification or willingness to work toward certification. (ACSI certification required, state certification desirable)

General Requirements

1. Be supportive of the school's purpose and policies.
2. Be capable of picking up at least 15 lbs.
3. Provide TCS with all appropriate background and clearance documents as required by state and federal laws.

Code of Ethics and Standards of Conduct

1. Each employee is instructed to be responsible for both the integrity and the consequences of his or her own actions.
2. Each employee must exhibit the highest standards of honesty, integrity, and fairness.
3. Employee conduct should be such as protects both the person's integrity and/or reputation of Trinity Christian School.
4. Employees shall perform their jobs in a competent and ethical manner without violating the public trust or applicable laws, policies, and regulations.
5. All employees of Trinity Christian School are expected to exhibit exemplary conduct at all times. Not only should their lives bring honor and glory to the Lord at school but also in all places outside the school.

6. At no time should an employee engage in any activity that might become a stumbling block to students, parents, or others of the Christian community. (Proverbs 10:23, Proverbs 20:11, Romans 12:1-2, Ephesians 5:1-21, Philippians 1:27)
7. Employees will manifest, by precept and example, the highest Christian virtue of personal decorum, serving as a role model (I Tim.4:12) both in and out of school to pupils (Luke 6:40), and as an example to parents and fellow faculty members in judgment, respect, and Christian living. This includes, but is not limited to, the refraining from such activities as the use of liquor, tobacco, illicit drugs, and the use of vulgar and profane language (Colossians 3:17; I Thessalonians. 2:10; 5:18, 21-22; James 3:17-18) on school property and during any and all school functions and trips.
8. The employee agrees that the Bible dictates standards of moral conduct. Moral misconduct, which violates the bona fide occupational qualification for employees to be Christian role models, includes, but is not limited to, promiscuity, homosexual behavior, sexual orientation, transgender identity, or any other violation of the unique roles of male and female. (Rom. 1:21-27; I Cor. 6:9-20). TCS believes that biblical marriage is limited to a covenant relationship between a man and a woman (Genesis 2:21-24, Ephesians 5:22-33).
9. The unique role of male and female are clearly defined in the Bible. Romans 1:24-32 states that God recognizes homosexual and other deviate sexual behavior as perverted. Such deviation from Biblical standards is grounds for termination (Romans 12:1-2; I Corinthians. 6:9-20; Ephesians 4:1-11; 5:3-5; I Thessalonians 4:3-8; I Timothy 4:12; II Timothy 2:19-22; I Peter 1:15-16; I John 3:1-3).
10. No employee shall be alone, in private (out of view of other individuals) with any student.

RESPONSIBILITIES:

1. AP experience preferred but not necessary
2. Teach all subject matter assigned in the designated grade, adhering to the course of instruction as described in the Curriculum Guide.
2. Maintain high expectations for academic performance of students.
3. Provide a classroom environment conducive to academic excellence and integrity.
4. Work in harmony with the school's purpose, philosophy, and objectives.
5. Cooperate with the administration and other faculty in seeking the school's overall success.
6. Plan daily and weekly lesson plans; posting online.
7. Maintain classroom environment conducive to the students' spiritual, physical, academic, and social-emotional development.
8. Report and record student progress through means of report cards, cumulative records, conference, and progress reports; posting on-line as appropriate.
9. Attend school activities and meetings as required.
10. Continually endeavor to develop and improve teaching skills.
11. Serve on curriculum development, textbook selection, and special activity committees.
12. Assume leadership roles in chapel planning.
13. Fulfill assigned duties in a positive manner (e.g.: playground, lunchroom, bulletin boards, etc.)
14. Appropriately use Renweb to post lesson plans, grades, progress reports, and to communicate to parents through email.
15. Read, enforce, and comply with school policies and procedures as set forth in the following documents:
 - Parent – Student Handbook
 - Employee Handbook
 - Course Selection Guides for High School
 - Emergency Operations Manual
 - Other documents as appropriate