

## **United in Christ, Frohna Teacher**

Teachers of this Association accept without reservation the canonical Scriptures of the Old and New Testaments as the inspired and written Word of God and the only infallible rule and norm of faith and practice, and the confessional statements of the Evangelical Lutheran Church, as they are contained in the Book of Concord of 1580, as pure and true statements and expositions of the Word of God. These are: the three Ecumenical Creeds (the Apostles' Creed, the Nicene Creed, and the Athanasian Creed), the Unaltered Augsburg Confession, the Apology of the Augsburg Confession, The Smalcald Articles (including the Treatise on the Power and Primacy of the Pope), the Large Catechism of Luther, the Small Catechism of Luther, and the Formula of Concord.

All classes at UCLS shall be taught in harmony with this confessional standard, and by it any controversies which may arise shall be decided and settled. All other matters shall be governed by Christian Love.

### **Relationships**

Responsible to: Principal

Works with: Pastor(s), Teachers, Support Staff

### **Qualifications**

1. Certified or able to meet the standards for teacher certification as required by the State of Missouri and the Lutheran Church Missouri Synod with a bachelor's degree from a synodical or non-synodical college.
2. Be synodically trained or become synodically trained by the Lutheran Church, Missouri Synod as detailed in the UCLS Constitution, abiding by Synodical guidelines for commissioned workers
3. Be an active member of a UCLS association congregation.
4. Possess a living Christian faith.
5. Report and work as a team member under the direction of UCLS's principal and board of education.
6. Be excited and supportive of UCLS and of all its association congregations.
7. Be accountable for the proper planning, organization, direction and control of classroom operations consistent with UCLS's objectives, goals, policies and procedures as established by the board of education.
8. Be dependable and punctual with good leadership and organizational skills and observe complete confidentiality as it concerns UCLS's staff and student body.
9. Exhibit ability to work well with children and their families, maintaining a warm and friendly personality.

## Responsibilities

1. Complies with all UCLS procedures and policies.
2. Follows chain of command and shows respect to the positions of leadership in the school.
3. Be in attendance at school by 7:30 a.m. and remain until 3:30 p.m. unless assigned additional before and after school duties.
4. Prepare daily lesson plans and have them readily available.
5. Work independently or with principal and other staff members to develop long-term lesson plans in conjunction with the educational goals of UCLS.
6. Implement the UCLS curriculum as established by the principal and approved by the board of education.
7. Prepare progress reports and attendance records for students, keeping copies in their students' files.
8. Arrange parent-teacher conferences.
9. Attend staff meetings, professional development opportunities, and devotions as scheduled by the principal.
10. Attend and actively support the UCLS PTL and other school activities.
11. Inform principal of any student incident (behavioral, illness, injury, etc.) that may require special attention.
12. Report any cases of suspected child abuse to the proper authorities as per Missouri state statutes.
13. Provide for spiritual, social, emotional, physical and intellectual needs of children.
14. Give direction and purpose to the activities of the classroom assistant, if one is provided.
15. Fulfill non-specific and shared duties such as before and after school care, bus duty, recess duty, and others as scheduled by the principal.
16. Demonstrate basic computer/technical skills.
17. Be available and open to review by the principal to benefit both UCLS and the teacher.
18. Assess students regularly, both formally and informally, to determine if their needs are being met.
19. Maintain a well-managed classroom.
20. Regularly communicate with parents.
21. Seek resolution to conflict with parents, students or fellow staff members as they may arise.
22. Maintain a current documented file recording personal clearance on child abuse or criminal activity.
23. Join professional organizations as deemed necessary to maintain accreditation status.
24. Other duties as deemed necessary by the principal and board of education.
25. Be prepared to pray with and for students, parents, and staff members at all times.
26. Use a Biblical perspective of discipline (repentance and forgiveness) at all times.
27. Exemplify a Christian life style, both on campus and off.
28. Publicly conduct self in a positive Christian manner at all times: Revering God in all circumstances, using God's name to pray, praise and give thanks, worshipping regularly, obeying all authorities, supporting the physical needs of others, living a sexually pure life (dressing in conformance with and using restrooms in conformance with one's biological sex and abstaining from sexual conduct outside the marital union of one man and one woman, as defined under the 6<sup>th</sup> Commandment of Luther's Small Catechism), helping others to protect their possessions, speaking well of others, helping others to keep their homes, possessions, and families.
29. Incorporate Spiritual concepts into the teaching of all academic areas.

Passed April 11, 2011  
Revised May 14, 2012  
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