

Job Description – Teacher

Accountable to: Principal

Employment Term: 10 months (August 1 to May 31)

Qualifications: Valid Missouri State Teaching Certificate

The teacher doesn't have a "job". The teacher is a servant of the Word, a beloved child of God. He/She loves His Savior, and dedicates his whole being to the work of the Lord. Having this attitude, the teacher finds him/herself vitally interested in every phase of the church's program, whether "in charge" or not. He/She will find him/herself doing things for which he never gets any credit. At every opportunity he/she will do things which, in some way, will help to improve the school and the church program.

Responsibilities of the Teacher

Spiritual

1. Exemplify the Christian faith and life, serving as a role model to staff, students, and parents in judgment, respect and Christian living.
2. Integrate Biblical principles throughout the curriculum.
1. Practice a regular and exemplary corporate worship life.
2. Be accountable and follow the spirit of Matthew 5 and 18 to resolve differences with students, parents, colleagues and others.
3. Practice appropriate corporate prayer with the students.
4. Emphasize to students the reality of their self-worth in Christ.

Educational Responsibilities

1. Teach faithfully the Word of God as understood and taught by the LCMS.
2. Teach classes as assigned, following prescribed scope and sequence as scheduled by the principal.
3. Demonstrate mastery of all subject material in which he/she is assigned to teach.
4. Plan broadly through the use of semester, quarterly, and daily lesson plans.
5. Respect the intrinsic value of each child through attention to his/her academic, physical, social, spiritual and developmental needs.
6. Use a variety of instructional aids, methods and materials that will provide for creative teaching to reach each child in the classroom.
7. Integrate the use of technology appropriately in the classroom.
8. Follow the school-approved discipline policies and procedures.
9. Provide a copy of lesson plans and seating charts for the substitute teacher.
10. Maintain a comprehensive knowledge of each student's progress by assessing students on a regular basis, by keeping regular and accurate attendance and grade records, by providing required progress reports, and by informing students, parents, and the school principal of serious deficiencies and failure with sufficient notice.
11. Maintain a clean, attractive and orderly classroom.
12. Supervise extra duties as assigned.

13. By state law, any teacher having reason to suspect a child has been abused is to report such to the principal.

Professional Responsibilities

1. Represent the school in a favorable, Christian and professional manner to the community, congregation and the general public.
2. Cooperate with the principal in implementing all policies, procedures and directives governing the operation of the school.
3. Maintain a teachable attitude by seeking the counsel of the principal, colleagues and parents.
4. Attend devotions, in-services, conferences, retreats, and faculty meetings.
5. Refuse to use or circulate confidential information inappropriately.
6. Demonstrate enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance and punctuality.
7. Develop and maintain rapport with students, parents, staff and others by treating others with friendliness, dignity and consideration.
8. Maintain a personal appearance that is a role model of cleanliness, modesty, good taste and in agreement with school policy.