



Job Title:	Elementary PE Teacher	Job Category:	Faculty
Level/Salary Range:	Commensurate with experience	Position Type:	Part time, Exempt 11 months
Reports To:	Head of School	Start Date:	August 2018 for 2018-2019 Academic Year

Applications Accepted By:

<p>Fax or E-mail: (301) 698-1583 or bamaya@newlifecs.org Subject Line: Elementary PE Teacher Attention: Brenda Amaya</p>	<p>Mail: Brenda Amaya New Life Christian School 5909 Jefferson Pike Frederick, MD 21702</p>
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Job Description

Role and Responsibilities

New Life Christian School is looking for a Physical Education teacher for the 2018/19 school year. The PE Teacher will be responsible for teaching and supporting all designated classes in PE and for creating a classroom environment that fosters, promotes and develops an understanding of the relationship of healthy body function and exercise; and that motivates each student to cultivate physical fitness, that develops strength, skill, agility, poise, and coordination in individual, dual and team physical activities and sports, in accordance with each student's ability.

Required Spiritual Qualities

- Acknowledge Christ as Savior and seek to live life as His disciple.
- Believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God-our standard for faith and practice.
- Believe and actively support the school's statement of faith (attached).
- Be a Christian role model in attitude, speech, and actions towards others (Luke 6:40). This includes being committed to God's biblical standards for sexual conduct.
- Actively participate in a local Bible-believing church.

Required Professional Qualities

- Hold a Bachelor's degree from an accredited postsecondary institution. Degree in Physical Education preferred.
- Hold an ACSI certificate or willing to participate in a program to complete the requirements for certification in a specified time period.
- Minimum of one year of teaching experience preferred.
- Hold and maintain first aid and CPR certification
- Demonstrate a reasonable level of computer literacy, having a basic proficiency in Microsoft Office Suite and Microsoft Office, and accessing the internet.
- Possess prior school leadership/administrative experience including strong organizational and management skills.
- Possess evidence of other adequate preparation, background, or experience as determined by the Head of School.



Essential Job Functions: Accountabilities

Spiritual Leadership

- Motivate students to accept God's gift of salvation, and be a Christian witness and role model to them in order to help them grow in their faith.
- Work with the administration and staff to address the spiritual formation needs of the students.

Academic Leadership

- Have a thorough knowledge and understanding of the Christian philosophy of education that will help in providing leadership and guidance in the school's development of and commitment to a Christian worldview.
- Integrate biblical principles and the Christian worldview throughout the curriculum and activities.
- Teach classes as assigned following the prescribed scope and sequence as scheduled by the administration.
- Plan broadly through the use of semester and quarterly plans and objectives, and more currently through the use of Ren Web Student Information System.
- Plan through approved channels the use of field trips, guest speakers, and other media for a balanced classroom.
- Use homework effectively for drill, review, enrichment, or project work.
- Regularly assess the learning of students, and provide progress reports as required.
- Respond in a timely manner to parent complaints and to parent requests for help of information.
- Participate in formal and informal parent-teacher conferences.
- Participate in continuous professional development through professional reading, college course work, in-services, workshops and conferences.

Administrative Leadership

- Have the ability to accomplish the goals and objectives assigned by the school administration and school policy.
- Provide a good learning environment by keeping proper disciplines in the classroom, the gym, and other places on the school premises.
- Meet regularly with other staff members to ensure coordination of programs and prompt problem resolution.
- Arrange for substitute teachers when needed, and assist them in successfully carrying out their responsibilities.
- Participate in beginning-of-year staff orientation, staff devotions, staff meetings, and parent/teacher fellowship meetings.
- Maintain regular and accurate records of attendance and grades to meet the demands for a comprehensive knowledge of each student's progress
- Keep students, parents, and the administration adequately informed of student progress or deficiencies and give sufficient notice of student failure.
- Know the procedures for dealing with emergency situations in the classroom and school.
- Inform the administration in a timely manner if unable to fulfill any assigned duty.



Other Responsibilities

- Maintain a clean, attractive, and well-ordered classroom.
- Participate in in the end-of-year school closing process, such as the inventory of textbooks, furniture and equipment
- Perform other duties as assigned by the Head of School.

Reviewed By:		Date:	5/6/18
Approved By:		Date:	5/6/18
Last Updated By:	Brenda Amaya 5/3/18	Date/Time:	5/6/18