



Job Title:	Elementary Teacher	Job Category:	Faculty
Level/Salary Range:	Commensurate with experience	Position Type:	Full-time
Reports To:	Principal	Start Date:	August 2019 for 2019-2020 Academic Year

Applications Accepted By:

<p>Fax or E-mail: (301) 698-1583 or bamaya@newlifecs.org Subject Line: Elementary 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 an elementary teacher for the 2019/20 school year. The teacher will have experience and be comfortable teaching a variety of subjects such as math, reading, phonics, social studies, science, Bible, history, language, handwriting, and spelling.

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.
- 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

- Experience at the elementary level preferred.
- Hold a bachelor's degree in education or from an accredited postsecondary institution.
- Hold an ACSI certificate or willing to participate in a program to complete the requirements for certification in a specified time period.
- Demonstrate a reasonable level of computer literacy, having a basic proficiency in Microsoft Office Suite and Microsoft Office, and accessing the internet.

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.
- 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 concerns 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 an effective classroom management system.
- 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
- Know the procedures for dealing with emergency situations in the classroom and school.

Reviewed By:	Brenda Amaya	Date:	3/16/2019
Approved By:	Jo Anne Boles	Date:	3/14/2019
Last Updated By:	Brenda Amaya	Date/Time:	3/16/2019