



A CLASSICAL CHRISTIAN SCHOOL

## JOB DESCRIPTION

**TITLE:** Classical Christian School Teacher, Grammer (Kindergarten - 3rd Grade) - 2023 School Year  
**Reports To:** Headmaster

Schedule: 7:30 a.m. to 4:00 p.m. Monday through Friday, August to June. Possible training events in June or July.

**Overview:** Amazing Grace Academy is looking for full-time Classical Christian teachers. The qualified individual must be an evangelical Christian committed to living a Biblical lifestyle. He/she is expected to demonstrate patience, humility, integrity, and kindness while performing his/her day-to-day duties. The teacher shall be one who feels called of God to the teaching profession. He/she must be devoted to prayerfully work with administration, faculty, students, and parents to develop and maintain a school which is thoroughly Christian and academically exceptional and which has a goal of accreditation approval in year 6.

**Job Title:** Elementary (Kindergarten- 3rd Grade) Teacher

**Goal:** The teacher shall prayerfully help students learn attitudes, skills, and subject matter that will contribute to their development as mature, able, and responsible Christians to the glory of God with a heart to serve the Lord and communicate the truth through the Scriptures (Holy Bible) in every subject area; including but not limited to literature, history/geography, grammar, writing, mathematics, science, and Latin.

**Reports to:** All teaching staff are directly responsible to the Headmaster.

**Evaluation:** Teacher performance will be evaluated in accordance with procedures set forth in the Teacher Handbook.

### **Education and Experience:**

It is *expected* for the teacher to:

- Hold a bachelor's degree from a nationally accredited college or university.

It is *preferred* for the teacher to:

- A Classical teaching background would be preferred but not required.

### **Personal Qualifications:**

- Maintain a willingness to be flexible with schedules, curriculum, and assignments

- Have a desire to grow and develop as a classical Christian teacher through continued training and education, attain a Master's certification through ACCS with the possibility of continuing on to master level college course work
- Demonstrate the ability to apply creativity and collaboration in helping AGA earn accreditation through ACCS
- Possess the knowledge of early childhood development and a love of children leading to a development of relationships within the small school setting
- Show the ability to lead in a loving manner
- Be willing to discipline and challenge students to reach beyond their potential
- Sign and adhere to the Belief Statement in the teachers' handbook and AGA's bylaws
- Be deeply committed to a consistent daily walk with Jesus Christ
- Spend time daily in personal devotions and prayer
- Faithfully attend a local, Bible-believing church
- Be a Christian role model in attitude, speech, and actions towards others. This includes being committed to God's biblical standards for sexual conduct (Luke 6:40)
- Show by example the importance of Scripture study and memorization, prayer, witnessing, and unity in the Body of Christ
- Motivate students to accept God's gift of salvation and to grow in their faith
- Possess the ability to work gracefully with parents, students, and other school staff to develop a unified and successful educational program
- Demonstrate the ability to accept and carry out responsibilities and make competent, professional decisions
- Be willing to eagerly participate in professional development
- Recognize the role of parents as primarily responsible before God for their children's education and be prepared to assist them in that task
- Maintain a personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy as provided in the teachers' handbook
- Respectfully submit and be loyal to constituted authority
- Be willing to provide input and constructive recommendations for administrative and managerial functions in the school
- Unequivocally show strong loyalty to AGA, whether financially or personally, or in public discussions

### **Professional Qualifications**

*The teacher will be expected to:*

- Plan, prepare, and deliver lesson plans and instructional materials that facilitate active learning.
- Integrate Biblical principles and the Classical Christian philosophy of education throughout the curriculum and activities by building on a Biblical-worldview foundation in every area.
- Attend staff meetings on time.
- Be present daily from half an hour before the children arrive until half an hour after the children depart. Be present for other special functions after school and occasionally for meetings or other functions in the evening.
- Desire to continue their education in Classical studies, theological understanding, and/or any training needed per calendar year for ACCS accreditation or other required school developmental training.
- Have adequate knowledge of computer technology in order to post grades, communicate with parents, and present lessons using classroom technology devices.
- Communicate a significant change to the parent, before grades drop below 70%.
- Meet everyday stress with emotional stability, objectivity, and optimism and seek out help when necessary from the headmaster or the pastor.

- Use appropriate English in written and oral communication.
- Utilize teaching techniques to achieve curriculum goals within the framework of the school's philosophy; creating age-appropriate lesson plans, incorporating John Milton Gregory's *Seven Laws of Teaching* methodology.
- Cooperate with the administration in implementing all policies, procedures, and directives governing the operation of the school.
- Assess the learning of students on a regular basis and maintain regular and accurate attendance and grade records to meet the demands for a comprehensive knowledge of each student's progress.
- Recognize the need for good public relations. Represent the school in a favorable and professional manner to the school's constituency and the general public.
- Attend and participate in scheduled devotions, in-service, retreats, committee, faculty, and parent-teacher organization meetings.
- Demonstrate preparation and skill in working with students from diverse cultural, economic, and ability backgrounds.
- Perform other duties which may be assigned by the administration. Keep in mind that our work is for Him: "Wherefore we labor, that, whether absent or present, we may be accepted of Him" (II Corinthians 5:9). We should agree that leading, teaching, or working in this school ministry is a privilege. Remember that we stand before our students and their parents representing the Lord.

### **Classroom Management**

- Each teacher's responsibilities may/will include managing a classroom with multiple grades and abilities.
- Each teacher will maintain a clean, attractive, well-ordered classroom.
- Each teacher should open classes with prayer and pray during the day with and for students.
- Each teacher should enforce the school's discipline policy.
- Each teacher should identify individual student needs and work with colleagues and other learning professionals to offer every opportunity for success to each student.
- Each teacher will supervise students in different settings as needed, including recess, the cafeteria, the classroom, in assemblies, and on field trips.
- Each teacher will grade and return student work in a timely manner (see specific guidelines in Teacher Handbook).
- Each teacher will send out assignments and pertinent information weekly.
- Each teacher is responsible for the stewardship of their classroom and should report any issues to the Headmaster.
- Each teacher will report student concerns regarding emotional or social issues to the Headmaster.

### **Physical Requirements**

- Teachers are regularly required to stand and walk (approximately 75% of each day); talk clearly; listen accurately; operate a computer, hand-held learning devices, and other office equipment; reach with hands and arms; bend; stoop; twist; and lift and/or move up to 50 pounds.
- Each teacher must handle multiple tasks with energy and good organizational skills.
- Each teacher must be able to supervise students playing outdoors in different weather.

**Teachers should notify the administration of any policy he/she is unable to support during the application process.**

*Interested parties;*

Please send an up-to-date professional resume with unofficial transcripts, a written statement of faith, and your explanation of Christian education to [Cott@AGF.org](mailto:Cott@AGF.org). You will be contacted in a timely manner. (Official transcripts may be required for hiring.)

For more information about Amazing Grace Academy, please visit [Amazinggrace.academy](http://Amazinggrace.academy)