



ELEMENTARY SCHOOL TEACHER JOB DESCRIPTION

Education:

- Bachelor's Degree
- State or specialty certification/license

Experience:

- Two years of teaching experience preferable
- Mastery of subject matters to be taught, as demonstrated by references, education and student achievement

Personal Qualities:

- Credible profession of repentance and faith in Jesus Christ
- Godly character (pastoral and other character references may be required)
- Membership and regular attendance including life group at First Baptist Rogers
- Gift of teaching
- Self-educator and lifetime learner
- Well-spoken with excellent grammar and vocabulary
- Understanding of the school's mission and supportive of the philosophy and pedagogy practices
- Teachable and committed to growing, learning and developing new understanding and skills
- Understanding of and ability to integrate biblical worldview into all subjects
- Maturity and emotional stability
- Heart for elementary aged children, ability to interact with and lead children, strong desire to see children learn well, to know God and to love God

Job Responsibilities:

- Displays to students genuine love for God, Scripture and learning
- Prays (privately) for each student in the class
- Plans teaching schedule on a daily, weekly, trimester and yearly basis
- Works through curriculum at an appropriate pace with ongoing assessment of how each child is progressing through the material



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- Uses formal and informal assessment tools to measure students' progress
- Individualizes instruction according to each child's needs while moving everyone toward class high standards of achievement
- Identifies and addresses academic or disciplinary problems, documents situations and/or alerts the principal or parents when appropriate
- Respects the confidentiality of students, families and colleagues by using the highest degree of discretion in communication
- Completes administrative tasks to maintain smooth operation of classroom
- Views parents as students' primary teacher and communication with them as highly valuable
- Makes parents aware of what is being taught at school through work sent home and weekly communication
- Contributes to a cooperative and collegial atmosphere among teachers and staff
- Avoids gossip by idle conversation about students or others and brings problems up only with the appropriate persons
- Participates in training and other meetings and initiatives
- Respects and upholds school policies and standards delineated in faculty policies, student handbooks and in faculty training
- Follows Matthew 18:15-17 model for handling conflicts
- Performs teaching and non-teaching tasks with attention to quality, detail, timeliness and professionalism
- Maintains licensure