



Portersville Christian School

Experience the Difference!

K-4 Elementary School Teacher

General Description

The teacher shall prayerfully help students learn attitudes, skills, and subject matter that will contribute to their development as mature, able, and responsible Christian men and women to the praise and glory of God. This position is for an elementary teacher, most likely in the lower grades, K-3. This will include the ability to teach Reading, Phonics, Math, and other basic subjects. Other subjects, classes, and grade levels may be assigned depending on the circumstances.

Primary Responsibilities and Duties

Main Activities:

- Teach classes as assigned following the prescribed scope and sequence.
- Plan broadly through the use of semester and quarterly plans and objectives, and more currently through the use of weekly lesson plans.
- Effect student learning through mastery of the subject material by utilizing valid teaching techniques to achieve curriculum goals within the framework of the school's philosophy.
- Seek to model in attitude, speech, and actions a consistent daily walk with Jesus Christ.
- Show by example the importance of prayer, Scripture memorization and study, witnessing, and unity in Christian fellowship.
- Employ a variety of instructional aids, methods, and materials that will provide for creative teaching to reach the whole child: spiritual, mental, social, and emotional.
- Keep proper discipline in the classroom and on the school premises for a good teaching environment.
- Maintain regular and accurate attendance and grade records to meet the demands for a comprehensive knowledge of each student's progress.
- Keep students, parents, and the administration adequately informed of progress or deficiencies and give sufficient notice of failure.
- Reply to all emails and phone calls within 24 hours.
- Maintain a clean, attractive, well-ordered classroom.
- Supervise extra-curricular activities, organizations, and outings as assigned.
- Attend and participate in scheduled devotions, chapel, in-services, committee and faculty meetings, and perform any other duties as assigned.

Qualifications, Knowledge, Skills, and Abilities

- Be one who has received Jesus Christ as Savior and Lord. Be a member in good standing at an evangelical church. The teacher shall reflect the purpose of the school, which is to honor Christ in every class and in every activity.

- Have a minimum of a Bachelor's Degree in Early Childhood Education, Elementary Education, or a related field. Education degree preferred.
- Competency in multiple subjects and/or Special Education is a plus.
- Be proficient in word processing, email, and presentation software.
- Be able to obtain a temporary, two-year certificate from ACSI while completing requirements for standard certification during the initial two years.
- Use acceptable English in written and oral communication. Speak with clear articulation.

**Nothing in this job description restricts the administration's right to assign or reassign duties and responsibilities to this position at any time.*