Middle School Instructor

Position Overview

The instructor shall prayerfully help students learn attitudes, skills, and subject matter that will contribute to their development as mature, able, and responsible Christians to the praise and glory of God. The teacher shall be a born-again college graduate, certified or certifiable to teach, who feels the call of God to the teaching profession.

Required Personal Qualities

- Have received Jesus Christ as his/her personal Savior and have a clear testimony
- Believe that the Bible is God's Word and is the standard for faith and daily living
- Agree with the North Hills Christian School Statement of Faith
- Be a Christian role model in attitude, speech and actions toward others. This includes being committed to God's biblical standards for sexual conduct (Luke 6:40)
- Be an evangelical, with understanding and adherence to the school's statement of faith.
- Be a member in good standing at a Christian church
- Show by example the importance of regular Scripture study and memorization, prayer, witnessing, and unity in the body of Christ
- Have the spiritual maturity, academic ability, and personal leadership qualities to "train up a child in the way he should go"
- Recognize the role of parents as primarily responsible before God for their children's education and be prepared to assist them in that task
- Demonstrate the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality
- Meet everyday stress with emotional stability, objectivity, and optimism
- Maintain a personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy
- Use acceptable English in written and oral communications and speak with clear articulation
- Refuse to use or circulate confidential information inappropriately
- Respectfully submit and be loyal to constituted authority
- Place his/her teaching ministry ahead of other jobs or volunteer activities
- Make an effort to appreciate and understand the uniqueness of the community
- Notify the administration of any policy he/she is unable to support

Minimum Qualifications:

- Bachelor's Degree required
- Must obtain temporary ACSI certification immediately. Must have or obtain standard or professional certification within 4 years

Preferred Qualifications:

- State Certification
- Advanced Degree

Essential Job Functions

- Demonstrate a commitment to the mission of North Hills Christian School by:
  - Understanding, supporting, and effectively communicating the school's mission.
  - Understanding and applying the distinctives of Christian education.
  - Exemplifying a lifestyle of godliness and service as a model for his or her students.
  - Demonstrating biblical fruits of the spirit.
  - Embedding appropriate biblical integration into his or her instruction.
  - Applying classroom content to answering worldview questions.
  - Applying the biblical framework of creation, fall, Redemption to the teaching of subject area content.
  - Maintaining expectations for teacher conduct, as outlined in the teacher contract and employee code of ethics.

- Follow and encourage students to follow biblical and professional principles of conduct in interactions with parents, students, and colleagues by:
  - Treating parents, students, and peers with respect.
  - Communicating regularly, effectively, and tactfully with students' homes in an effort to ensure student success.
  - Avoiding gossip and negativity.
  - Following Matthew 18 as a biblical pattern for resolution of conflict.
  - Intentionally striving to improve interpersonal relationships among students by modeling appropriate behavior and by counseling or correcting students who interact in an unbiblical manner.
  - Avoiding unnecessary conflict.

- Possess and maintain required knowledge and credentials for teaching in his or her subject area and grade level by:
    - Maintaining teaching certifications according to the school's policies. o Pursuing opportunities for continuing education.
    - Demonstrating mastery of content.
    - Developing and closely following a plan for ongoing professional development
    - Making meaningful connections to clear objectives, which are communicated to students prior to each lesson
    - Pursuing increased biblical knowledge and biblical worldview understanding. o Seeking out opportunities to learn how to enhance strengths and overcome weaknesses
    - Seeking out and readily accepting guidance and suggestions
- Contribute to a positive, professional school environment and fulfill non-instructional duties by:
    - Adhering closely to school policies, duties, and procedures
    - Cheerfully accepting additional job duties
    - Contributing as a team player and actively seeking out ways to serve others
    - Casting a positive, professional image of North Hills Christian School to the community
    - Dressing professionally and modestly
    - Avoiding excessive absenteeism or tardiness to work, school functions, or meetings
    - Maintaining accurate student records
    - Submitting paperwork and grades on time, without repeated prompting
    - Attending faculty and committee meetings, as assigned
    - Attending school activities, as assigned
    - Attending and supporting students through after school functions
    - Avoiding discussion of students (individually or corporately) with other students or parents of other students
    - Exercising professionalism when it is necessary to discuss students with other teachers or employees
- Discipline and handle classroom management Redemptively by:
    - Providing and fairly enforcing firm, consistent boundaries
    - Developing a climate of grace, love, and respect in and out of the classroom
    - Reflecting good control of students in formal and informal settings
    - Disciplining students restoratively rather than punitively

- Use class time effectively and efficiently by:
  - Actively engaging all students throughout each lesson
  - Observing structured class routines
  - Adhering closely to procedures and schedules for courses, lunch, recess, arrival, and dismissal (elementary)
  - Beginning class promptly and continuing instruction until the dismissal bell rings (middle / high school)
  - Stewarding instructional time by ensuring minimal disruption to the learning process
- Develop and execute well-planned, biblically integrated lessons that align with the school's curricular objectives
  - Developing and communicating clear, achievable learning goals to students
  - Adhering closely to the school's curriculum guides
  - Adhering to instructional practices set forth during in-service training sessions, and applying those principles intelligently
- Use a variety of instructional strategies to meet the varied and multi-dimensional needs of the learners as image bearers of God by:
  - Fostering student collaboration and interactive discourse
  - Engaging students of varying levels of ability
  - Encouraging problem solving, and higher order thinking
  - Employing methods that emphasize active and discovery learning
  - Encouraging students to ask questions and seek additional clarification as needed
- Use formal and informal methods of assessment to ensure that students with varying levels of cognitive ability make relevant and meaningful connections between prior learning, new learning, and life by:
  - Engaging students in recalling prior learning as a guide for introduction of new material
  - Using diagnostic, formative, and summative tools for evaluation to improve student performance
  - Providing timely student feedback
  - Recommending modifications to the curriculum to improve overall student performance
  - Tiering objectives and assessment to ensure that all students are achieving to their full God-given potential
- Use available technology and seeks out new technology to improve instruction, communication, overall professional effectiveness, and student technological proficiency by:
  - Utilizing computer resources that are provided in the classrooms
  - Allowing students to make use of the computer lab for class-related projects
  - Using software and technological tools that contribute to the educator's efficiency
  - Expanding understanding of technology and its usefulness in education
  - Encouraging or requiring students to discern and utilize online or electronic research resources whenever appropriate

  - Incorporating the advanced student use of Microsoft Office tools into the classroom whenever appropriate
  - Seeking out available technology resources and encourages the exploration of additional technology resources for use in the classroom.
- Other related duties, as requested, to meet the ongoing needs of the organization

Attendance

- Full time teachers are required to be present 30 minutes before the start of school daily. Part time teachers must be present at least thirty minutes prior to the start of their shift. Early morning staff devotionals are held at 7:40 each morning. Teachers are required to attend faculty meetings and other after school special functions, and occasionally meetings or other functions in the evening. The teacher is required to remain at school for at least 20 minutes after the dismissal of all students.

Working Conditions

- Classroom environment with multiple children
- Requires significant multi-tasking
- Must be able to lift at least 25 lbs
- Requires standing for long periods of time
- Requires strong written and verbal communication
- Occasional evening and infrequent weekend work
- Infrequent travel
- Requires walking, bending, and the ability to react quickly to emergency situations

Please submit resume, cover letter, and an online portfolio, if applicable, to Kelly Lookadoo, klookadoo@northhillschristian.com.