



FIRST BAPTIST CHRISTIAN SCHOOL

## TEACHER JOB DESCRIPTION

Title: Elementary/Middle School Teacher, Grades PK-8

General Description: Teachers will prayerfully help students learn subject matter, skills, and attitudes that will contribute to their development as mature, able, and responsible Christian men and women to the praise and glory of God.

Reports To: Administrator

Supervises: Student teachers, aides, and volunteers

### Qualifications

- Must be a mature Christian who is an example to others in personal conduct, walk, and life who would be a model for children to exemplify
- Must hold at the minimum, a Bachelor's degree, preferably in education
- Must be a member of First Baptist Church of Weymouth or meet the criteria established by the Board of Elders to be exempted from the church membership requirement.
- Must be recommended by the School Committee and approved by the Board of Elders

### Performance Responsibilities:

#### Spiritual

- Models a consistent daily walk with Jesus Christ in speech, action, and attitude
- Sets examples of the importance of prayer, Scripture memorization, Scripture study, witnessing, and unity in Christian fellowship
- Implements Biblical principles as they relate to the spiritual well-being of students, parents, and staff
- Follows Matthew 18 and 1 Corinthians 5 principles in dealing with students, parents, administration, and staff
- Shows support for the role of parents as primarily responsible before God for their children's education and assist them in this task
- Encourages students to accept God's gift of salvation and grow in their faith
- Emphasizes to students the reality of their self-worth in Christ
- Maintains a high view of the authority of Scripture

#### Instructional

- Integrates biblical principles and a Christian philosophy of education throughout the curriculum
- Demonstrates mastery of the subject matter
- Uses motivational teaching techniques to achieve curriculum goals and promote student learning
- Teaches classes as assigned and scheduled by the Administrator
- Plans a program of study that, as much as possible, meets the individual needs, interests, and abilities of each student, challenging each to do his or her best work
- Prepares weekly lesson plans, that will be reviewed by the Administrator

## Instructional

- Employs a variety of instructional aids, methods, and materials that will provide for creative teaching to reach the whole child--spiritual, intellectual, physical, social, and emotional
- Field trips, guest lecturers, and other media are planned with the proper approval
- Uses homework effectively for drill, review, enrichment, or project work
- Assesses the learning of students on a regular basis and provides progress reports as required
- Maintains discipline in the classroom and on the school premises for a good teaching environment

## Non-instructional and Professional

- Cooperates with the Board and Administration in implementing all policies, procedures, and directives governing the operation of the school
- Maintains regular and accurate attendance and grade records to meet the demand for a comprehensive knowledge of each student's progress
- Keeps students, parents, and administration adequately informed of deficiencies and gives sufficient notice of student failure
- Maintains a clean, attractive, and well-ordered classroom
- Accepts a shared responsibility for extracurricular activities as assigned
- Utilizes educational opportunities and evaluation processes for professional growth
- Seeks council of the administrator, colleagues, and parents if applicable
- Attends and participates in scheduled devotional, committee, faculty, and/or PTF meetings
- Demonstrates knowledge of procedures for dealing with emergencies
- Contributes to the general improvement of the school program

## Personal

- Demonstrates the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality
- Meets everyday stress with emotional stability, objectivity, and optimism
- Exercises friendliness and consideration, treating students without partiality
- Submits respectfully and is loyal to established authority
- Maintains a personal appearance that is a role model of cleanliness, modesty, and good taste
- Uses acceptable English in written and oral communication; nothing inflammatory or derogatory
- Develops and maintains rapport with students, parents, and staff to promote a positive learning environment
- Recognizes the need for good public relations; represents the school in a favorable community
- Has a teachable heart