



Oroville Christian School

Role Description

Job Title: K-8 School Teacher

Organizational Supervisor: Mark Bates

FLSA Status: Exempt

Alignment:

Job Status: Full-Time

Employee:

Goal and Purpose

We believe that it is the parent's responsibility to train up a child in the way he/she should go (Proverbs 22:6). Our goal is to assist parents in preparing their children for life by leading them to Christ, equipping them with strong academic skills, developing a sound biblical worldview, and nurturing godly character.

Our goal is to provide students with a high-quality elementary Christian education and to teach our students principles from God's word that they will apply to every aspect of their lives.

Job Duties

Essential duties and responsibilities, i.e. those that are basic, necessary, and an integral part of the job, are indicated below.

Spiritual

- Maintain a daily personal devotional life to be prepared spiritual for the demands of each teaching day.
- Demonstrate, by example, love and obedience to Christ and His word. Motivate students to accept God's gift of salvation and help them grow in their faith.
- Attend an evangelical church and serve in a church ministry as the Lord leads.
- Attend all regularly scheduled devotions. Share on an alternating basis in the leading of faculty devotions.
- Be a Christian role model in attitude, speech, and actions toward others. This includes being fully committed to God's Biblical standards for men, women, marriage, and human sexuality.

Planning

- Provide all written teaching plans required by the administration, which incorporate the school's scope and sequence or another approved curriculum.
- Employ a variety of instructional aids, methods, and materials that will provide creative teaching to reach the whole child's spiritual, mental, physical, social, and emotional needs.
- Develop a plan and method for evaluating the student's work.
- Request instructional equipment and supplies.

Instructional

- Clearly communicate the objectives and relevance of the material being taught.
- Integrate Biblical principles as appropriate.
- Determine that the student grasped the information being taught.
- Demonstrate command of and enthusiasm for subject matter.
- Utilize a variety of teaching methods, materials, and evaluating tools.
- Monthly update bulletin boards in the classroom.
- Provide reference to other disciplines and life examples in order to transfer, expand and enrich learning.

- Management**
- Utilize effective classroom and instructional management techniques.
 - Reflect a Christ-like spirit in dealing with teacher-student, student-student, teacher-teacher, and teacher-administration relationships.
 - Recognize the value of time-on-task and demonstrate overall good use of the instructional period.
 - Arrange the physical environment to compliment the learning atmosphere.
 - Responsible for maintaining progress reports and evaluations to be used during Parent-teacher conferences.
- Communication** ● Maintain accurate and complete school records.
- Maintain effective communication with the students, parents, team members, faculty, office staff, and administration.
 - Clearly communicate compassion and empathy to all students in keeping with the mission of the school.
 - Follow the Matthew 18 Principle when dealing with conflicts and personal problems that arise between individuals.
- Professional**
- Arrive punctually and attend all duties, programs, and meetings that are scheduled by administration.
 - Serve on appropriate committees for the purpose of evaluating curriculum, textbooks, operational procedures, special events, services, etc.
- Supplemental**
- Supervise extra-curricular activities, organizations, and outings as assigned.
 - Utilizing educational opportunities and evaluation processes for professional growth.
 - Provide input and constructive recommendations for administration functions in the school.
 - Support the broader program of the school by attending extra-curricular activities when possible.
 - Perform other duties which may be assigned by the administration.
- Safety**
- Actively support and maintain safety standards, training, and ongoing safety program, resulting in a safe and healthy work and school environment.
 - Responsible for understanding the school’s fire, earthquake, and lockdown procedures and directing children whenever needed. Responsible for taking on an assigned role in the disaster plan if implemented.
 - Responsible for filling out an “Ouch or Accident” report whenever administering first aid to a child.
 - Comply with requirements to report reasonable suspicion of physical abuse.

Relationships, Qualifications and Requirements, and Competencies

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| Key Relationships | ● Report to: | K-8 Principal/Administrator |
| | ● Supervision of: | K-8 teacher’s Aide, Volunteers and Students |
| | ● Ministry Partners: | Oroville Evangelical Free Church Volunteers and Members,
General Community, Servant Leaders and Staff Members |
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Oroville Christian School

Role Description - K-8 School Teacher

Role Qualification and Requirements	<ul style="list-style-type: none">• Education	Must have the following: <ul style="list-style-type: none">- BS or BA degree-Teaching Credential-ACSI Teaching Certificate (To be obtained within the first three years of employment.)
Experience and Expertise:		<ul style="list-style-type: none">- Demonstrate Christ-like attributes in speech and actions.- Demonstrate spiritual maturity, academic ability, and leadership qualities.- Experience working with children in a teaching/supervisory capacity.
Employment Requirements:		<ul style="list-style-type: none">- Must pass a pre-employment reference and background screen.- Proof of legal authorization to work in the United States.
Equipment Used:		<ul style="list-style-type: none">- Bible, personal computer, telephone, and general office equipment.- General School/classroom equipment and craft supplies.
Physical Demands and Work Environment:		<ul style="list-style-type: none">- The physical demands and work environment characteristics are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
Competencies:	General:	<ul style="list-style-type: none">-Spiritual Maturity-Effective Communication- Influence/Contribution-Relationship Building/People-Stewardship-Pastoral-Scope (initiative, expertise in ministry, etc.)
Employer Disclosure Statement:		<p><i>The statements and job description is intended to describe that nature and level of work being performed within this job. They are not intended to be an exhaustive list of all responsibilities, duties, and tasks. Other similar or additional duties are to be performed as assigned. Nor is this job description intended, in any way, to be an employment contract. Your employment continues to be at-will. You, or Oroville Christian School may terminate employment at any time for any reason.</i></p>