

# Seeds of Faith Christian Academy

Elementary Instructor Job Description

## <u>SCOPE</u>

The Elementary Instructor's main objective is planning, preparing, and delivering informative and engaging lesson plans to all students in the class. They utilize a variety of teaching techniques including visual aids, textbooks, and creative projects to gain student involvement. The Elementary Instructor teaches according to the educational needs, abilities, and achievements of each student. They also assess students informally and formally using various methods and keep accurate records and data to inform instruction.

## AREAS OF RESPONSIBILITY

Full-time Elementary Instructors teach all subjects from a Christian Worldview. The following subjects are taught on a daily basis: Language Arts (Reading, Writing, Phonics, Grammar, and Spelling), Bible, and Mathematics. Science and Social Studies are taught one semester each.

## <u>TASKS</u>

The Elementary Instructor understands and demonstrates the ability to:

- Model Christ-like behavior inside and outside of the classroom
- Exhibit a genuine nurturing and caring attitude toward all students
- Create meaningful lesson plans with a Christian worldview suitable for the age and ability level of students using curriculum objectives
- Utilize curriculum mapping to ensure completion of required curriculum
- Plan meaningful and educational classwork, projects, homework, tests, and quizzes
- Accurately record student scores into the grading system in accordance with school policies
- Enforce rules and disciplinary action in accordance with school policy
- Implement established behavior management procedures
- Regularly communicate with parents regarding student progress and needs
- Adhere to and support SFCA policies and procedures
- Work collaboratively with SFCA Staff and Administration

# **REQUIRED QUALIFICATIONS**

- Bachelor's degree in Elementary Education (or another related field)
- Christian testimony
- Regular attendance at a local church



### **Reporting Relationship**

Principal is the Immediate Supervisor

#### Job Information

Primary Location:Seeds of Faith Christian Academy, Creekside, PASalary Range:Exempt-SalaryShift Type:Full-time, 10 Months

### To Apply

Visit our website to review and download our Statement of Faith and Application for Employment. Please send signed Statement of Faith, completed Application for Employment, Cover Letter, Resume, and a list of 2-3 References to:

> Seeds of Faith Christian Academy Attention: Mrs. Shauna Karloski 181 Hudson Road Creekside, PA 15732

> > Or, email to:

principal@seedsoffaithacademy.org