

FAITH BAPTIST SCHOOL

Job Description: German/Host Nation Studies Teacher

Role: The role of a Faith Baptist School teacher, grades pre-K through 7th grade, is to be responsible for providing the development and education of FBS students in a loving, Christian, learning environment.

Lessons will include (but not be limited to) written and oral language skills and host-nation studies.

Qualifications:

- Must be a Christian and a regular attender of a like-minded church.
- Must have current certification in first aid and CPR.
- Must have training or experience to show the ability to perform major duties of the position; a college degree and/or certification is preferred.

General Duties and Responsibilities:

- Reports directly to the head teacher.
- Maintains a professional appearance.
- Contributes to a total-school program through extra duties and/or club sponsorship.
- Participates in school and combined school/church activities (i.e. Fall Fest).
- Adheres to the policies and procedures as outlined in the Staff Handbook.
- Attends all professional development, staff meetings, devotions and in-service training.
- Maintains a respectful, Christ-centered relationship with all students, parents, and faculty, and communicates using Christ-like values.
- Maintains good classroom management and organization.
- Develops and submits weekly lesson plans.
- Biblically integrates each lesson, when possible.
- Maintains a classroom environment that is safe and academically engaging for each student in the classroom.
- Is responsible for the supervision of his/her students while they are in his/her care.
- Incorporates various teaching materials and methods, using curriculum provided and/or other teaching resources.
- Plans for personal absences (in advance, whenever possible) and contacts substitutes for his/her absence.
- Informs head teacher of any major behavioral problems with students.
- Maintains grades in school management software on a weekly basis.
- Completes report-card grading at the end of each quarter according to FBS expectations.
- Maintains the physical order of her/his classroom.
- Regularly prays for students, families, and FBS.
- Is willing to share a room with other ministries within the church.
- Maintains a positive learning environment.

Work Hours:

- This is a part-time position with standard teaching hours set at 7 hours per day, 2 days per week. The work schedule is determined by the Head Teacher. Part-time teacher hours are daily from 08:15-15:15 on the day or days scheduled. On staff meeting days, the duty hours extend until the meeting is over. On professional development days, hours are 08:00-15:30 or dismissal by the head teacher, whichever is sooner.