



<b>Position Title:</b>	<b>Classes Seven and Eight Science Teacher</b>
<b>Reports to:</b>	Head of Middle School
<b>Work Hours:</b>	7:30 a.m. – 3:30 p.m.
<b>Work Calendar:</b>	School Year
<b>Vacation Designation:</b>	Teacher

**Position Summary:** The hallmarks of the teaching environment at Providence Christian School are excellence in academics inspired by a challenging classical curriculum with a biblical world-view; an uncluttered, disciplined atmosphere that focuses on high standards of behavior and Christian character; and a partnership with supportive and involved parents. Life Science and Physical Science are taught in Class Seven and Eight.

### **Essential Functions**

- Participates in the development and maintenance of vertically and horizontally aligned high school-prep curriculum with colleagues.
- Works with the Science department and division to ensure consistent high standards within the instructional program; provides the division head and lead teacher with a copy of the weekly lesson plan.
- Documents classroom instruction with performance standards and level of mastery required by students.
- Follows policies and procedures concerning grading system, record keeping, and communication to parents.
- Informs parents of their child's progress through the preparation of progress reports, parent in-person or telephone conference, letters, and report cards according to the schedule set by the division head.
- Maintains accurate records and notifies the division head of all tardies and absences, serious accidents or health concerns, and concerns for students' physical or mental safety.
- Arrives to school on time, properly attired and well prepared for the instructional day.
- Provides adequate supervision of students at all times in accordance with teacher guidelines.
- Attends professional development opportunities and reads assigned material.
- Aids in planning and implementing all areas of financial responsibility related to the department.
- Supports the Student Handbook.
- Attends required school meetings and special events, and follows school rules and policies.
- Fulfills all qualified duties and responsibilities assigned.

### **Qualifications**

- Bachelor or Master's degree with a major in elementary or secondary education preferred.
- Previous experience teaching designated subject, and/or qualified through experience to teach subject.
- Experience teaching in a Christian school.

### **Physical Requirements and Work Environment**

- Ability to work safely with chemicals and lab equipment for instructional purposes.