

Position Title: **High School English Teacher**

Last Updated: February 2023

Reports To: High School Principal

Status: Part or Full-Time, Permanent, Exempt

Schedule: Monday through Friday, Hours as required

Benefits: Full benefit eligibility (for full-time employment)

Growth & Evaluation: Fellowship Christian School believes that a growth mindset is imperative to the educational experience. To underscore that belief, we separate growth and evaluation in order to encourage authentic growth and provide accurate feedback on employment expectations. Our [Essential Expectations: Faculty](#) provide the foundational aspects we require to work at FCS. These [Characteristics of Professional Excellence](#) establish aspirational and attainable attributes that all employees should pursue in their professional growth while at Fellowship.

Summary

Description: This faculty member will join a collaborative learning community, focused on the school's mission, partnering to inspire academic curiosity, impeccable character, and Christian leadership grounded in biblical truth.

In fulfilling our mission, Fellowship Christian School hires and retains passionate, talented, diverse educators to offer a rich and engaging curriculum, preparing our students to be lifelong learners and citizens well equipped to address local and global challenges.

Job

Requirements: In addition to experience and a strong educational background, successful candidates demonstrate a love of working with children, an engaging teaching style, the ability to interact well with parents and colleagues, and a willingness to create and promote an inclusive learning environment.

Essential Functions:

- Instructing students in subject content along with designing engaging lessons and classroom activities
- Integrating Biblical truth into all lessons
- Instructing students in subject content along with designing engaging lessons and classroom activities
- Demonstrating the ability to successfully implement differentiated teaching strategies
- Investing in the lives of the students and building genuine, teacher-student relationships
- Attending and participating in faculty meetings and other assigned meetings and activities according to school policy
- Demonstrating accurate, up-to-date knowledge of content
- Managing the classroom environment in a way that optimizes the students' learning
- Maintaining regular, professional communication with students and parents regarding students' progress
- Working cooperatively with History teachers of different grades to ensure vertical alignment within the curricula
- Strong organizational skills
- Excellent verbal and written communication skills
- Solid understanding of learning challenges as well as the ability to develop and employ strategies to help those students
- Ability to use technology effectively

Additional

Responsibilities:

- Have a personal relationship with Jesus Christ
- Sign the Fellowship Christian School Statement of Faith
- Acknowledge and understand Fellowship Christian School's Mission Statement
- Be a Christ follower whose relationship is defined by having received Christ as Savior and a pursuit of spiritual growth
- Wear proper attire, consistent with school's dress code at all times and maintain a positive attitude and appearance in accordance with school standards
- Report inappropriate behavior to School Administration in order to maintain a safe learning environment
- Make a constructive effort to protect all students from conduct detrimental to learning, health or safety
- Abide by and comply with all school policies and regulations
- Other duties as requested or assigned by the Division Principal or Head of School

Qualifications:

- Bachelor's degree (preference for master's degree) in Secondary English Education
- Preferred three to five years teaching experience in your field
- Must be able to work intuitively and independently as well as part of a team
- Strong organizational skills for multi-tasking and prioritizing responsibilities
- Communicate effectively both orally and in writing
- Understand and perform duties within scope of authority
- Understand and interpret rules and written direction and apply to specific situations
- Must work effectively with colleagues, faculty, and students by practicing respect for deadlines, collaborative problem solving and honest communication
- Perform duties effectively with many demands on time
- Demonstrated writing, interpersonal and communication skills in order to successfully interact with diverse staff, faculty, students and other constituents of the school
- Solid working knowledge of Word, Excel, Internet, knowledge; use of RenWeb database management a plus
- Positive attitude and presentation with a strict sense of confidentiality
- Must have the ability to work in a school environment by successfully passing the school mandated background check process and Ministry Safe training
- Possess a valid state driver's license
- Regular and consistent attendance and punctuality is required and a condition of employment

Physical:

- Regularly required to listen, physically direct, and speak
- Position requiring mobility, including bending, lifting (up to 25 lbs.), pushing, walking
- Use of hands and fingers to manipulate office equipment, handle, or feel and reach with hands and arms
- Specific vision abilities required including close vision, distant vision, color vision and depth perception
- Must be capable of standing and/or sitting at a computer for extended periods of time, be capable of repetitive movements of wrists, hands and fingers
- Must be capable of occasionally carrying and moving small objects

Limitations and Disclaimer:

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position. This job description reflects administration's assignment of essential functions; and nothing in this herein restricts administration's right to assign or reassign duties and responsibilities to this job at any time.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.