



Position Title:	Middle School Humanities Teacher (English and History)
Reports to:	Head of Middle School
Position Purpose:	Instruction of Middle School students
Work Hours:	7:30 a.m. – 3:30 p.m.
Work Calendar:	School Year
Vacation Designation:	Teacher

Position Summary: As part of the Humanities department at Providence, the Middle School Humanities Teacher will implement lesson plans in English and history and instruct students in the rich tradition of our classical Christian school. The hallmarks of the teaching environment at Providence Christian School are excellence in academics inspired by a challenging classical curriculum with a biblical worldview; an uncluttered, disciplined atmosphere that focuses on high standards of behavior and Christian character; and a partnership with supportive and involved parents.

Qualifications

- Bachelor's or Master's degree with a major in the subject matter preferred.
- Previous experience teaching the designated subject, or extensive professional experience in the designated subject matter.
- Experience teaching in a Christian school.

Essential Functions

- Works with the Humanities department and division to ensure consistently high standards within the instructional program. Implement lessons in English and history that develop students' competencies for writing, critical thinking, and mastery of subject matter in each subject.
- Provides the division head and department chair with a copy of the weekly lesson plan.
- Inspires students to become lifelong learners by demonstrating with enthusiasm his or her active pursuit of learning.
- Documents classroom instruction with performance standards and level of mastery required by students.
- Follows policies and procedures concerning grading system, record keeping, and communication with parents.
- Informs parents of their child's progress as well as the preparation of progress reports, parent in-person or telephone conferences, 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 at 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.
- Supports the Student Handbook.
- Attends required school meetings and special events, and follows school rules and policies.
- Fulfills all qualified duties and responsibilities assigned.