HAWAII BAPTIST ACADEMY
JOB DESCRIPTION

JOB/POSITION TITLE: High School Biology Teacher

OFFICE/CAMPUS: Stan Sagert High School Campus

REPORTS TO: High School Principal (and Department Chair)

STATUS: 10 months (exempt) **SY:** 2026-2027

FACULTY SALARY RANGE*: $53,000-$92,646 (*compensation commensurate with qualifications)*
**Pay rate reflects the range of pay for faculty which is dependent on educational degree and years of relevant experience.*

PRIMARY PURPOSE: Instruct students and assist them in developing spiritually, intellectually, physically, socially, and emotionally. Responsible for planning and teaching Biology and AP Biology lessons to HS students. The successful candidate will create a learning environment that fosters spiritual, academic, and emotional growth, and encourages students to develop their scientific and critical thinking skills.

ESSENTIAL DUTIES/FUNCTIONS:

- Develop and evaluate curriculum for Biology, and/or AP Biology, depending on the year/enrollment numbers
- Prepare daily lesson plans and materials for the classroom
- Prepare or update curriculum maps that chart the learning targets and outcomes of each unit of study
- Instruct students by implementing lesson plans and objectives into the classroom setting
- Motivate students to learn both the facts and the application of material
- Monitor and correct student behavior as appropriate
- Evaluate students' progress through use of both formative and summative assessments
- Enter grades so that timely interim and final grade reports can be Issued
- Communicate progress of students during parent-teacher conferences
- Supervise students in the classroom and in the cafeteria/student spaces
- Able and willing to share faith in Jesus Christ with students as appropriate

OTHER DUTIES/FUNCTIONS:

- Order supplies, equipment, materials; keep inventory of supplies
- Serve as a Homeroom Class Advisor and/or 9th Grade Advisory Pod leader
- Attend weekly chapels, faculty meetings, and relevant school functions (e.g. Baccalaureate, Graduation, Academic Awards Night, one grade-level camp a year, etc.)
- Work collaboratively with colleagues in the department, which may include co-teaching
- Schedule conferences with parents
- Plan and implement special events (i.e. Back to School Night, Admissions Open House, etc.)

- Attend professional development events and workshops
- Other duties as assigned

CORE VALUES REQUIRED OF ALL EMPLOYEES OF HBA: An employee of HBA must demonstrate the following core values:

- Humility: We cultivate humility by acknowledging the goodness of God and the reality of sin, by taking time to be contemplative, by being open to change, and by knowing that there is and will always be more to learn.
- Curiosity: We cultivate curiosity by asking questions, by seeking opportunities to learn, by trying new things, and by persevering in our quest for answers.
- Love: We cultivate love in community by striving for peace, by eliciting and sharing ideas, by constructively expressing and resolving disagreements, by respecting differences and loving all people, and by asking and offering forgiveness.
- Commitment: We express our commitment by speaking truth and taking responsibility, by caring for God's creation, and by using our talents and resources to work toward the good of humanity.

WORKING CONDITIONS:

- Equipment and Technology Use: Computer, tablet, smartboard, whiteboard, Google drive and other applications, photocopier, multi-line telephone, and other equipment and applications for specialty classes (e.g., laboratory instruments and probes, graphing calculator, cameras, etc.)
- Work Hours: 7:30 a.m. - 3:00 p.m. Monday - Friday (until 4 p.m. on one weekday for faculty meetings) with occasional evening and weekend work, and one grade-level camp per year. New faculty may have additional afternoon training sessions.
- Mental Demands: Wise decision-making, good judgment, alertness, attention to detail, concentration
- Physical Demands: Kneel, bend, squat, lift, push, pull and carry objects. Ability to cope with noisy classroom environments. Wide field of vision, corrected vision, projecting voice.

QUALIFICATION REQUIREMENTS:

- Spiritual: Must have accepted Jesus Christ as Lord and Savior of their life and demonstrate a living relationship with Jesus Christ as described in "The Baptist Faith and Message: the tenets of the Southern Baptist denomination
- Skills/Knowledge: In-depth knowledge of biology and chemistry, with the ability to communicate and break down content at an age-appropriate level to students. Able to command a classroom. Effective written and verbal communication. First Aid Training and CPR.
- Education/Training: B.Sc. degree from an accredited college or university in the subject area of expertise and/or Secondary Science Education. Master's degree preferred.

**The pay rate reflects the range of pay for faculty, which is dependent upon educational degree and years of relevant experience.*