

Northern Michigan Christian School First Grade Teacher Job Description

1. **Position:** First grade teacher

2. **Job Summary:** To provide students with an excellent, Christ-centered education taught from a reformed, Christian perspective. To plan, organize, & implement an age-appropriate instructional program that challenges minds, nurtures hearts, & develops gifts for service in God's kingdom.

3. **Qualifications**
 - a. Bachelor's degree (minimum); Master's degree (preferred)
 - b. State of Michigan Teaching Certificate (or equivalent)
 - c. Must attend a Bible believing church, preferably one rooted in Reformed theological traditions
 - d. Must subscribe to Articles II & III of the Northern Michigan Christian School Association constitution

4. **Special Skills**
 - a. Excellent interpersonal & communication skills
 - b. Organization, planning, & creativity
 - c. Time & classroom management
 - d. Fluency in classroom instruction & technologies
 - e. Passion for life-long learning

5. **Position Focus Areas & Key Responsibilities**
 - a. *Classroom environment*
 - i. Establish a culture of excellence as it applies to learning & teaching
 - ii. Create an environment of Christian community & fellowship
 - iii. Establish effective & efficient classroom routines, procedures, & expectations
 - iv. Implement appropriate & effective classroom management strategies
 - v. Maintain a neat & attractive classroom
 - vi. Decor must reinforce content area curriculum & show evidence of a Christian world/life view
 - b. *Planning & preparation*
 - i. Demonstrate a high level of content area knowledge
 - ii. Prepare & present effective, engaging, & creative lessons which integrate faith & learning
 - iii. Provide valuable instruction & opportunity for content area reading & writing

- iv. Design relevant, meaningful lesson reinforcement/assignments
- v. Manage pace of instruction based on students' needs
- vi. Plan enrichment activities & remediation where & when possible
- vii. Actively engage all students in the learning process
- viii. Incorporate a dynamic & relevant use of technology into lessons
- c. *Instruction & teaching techniques*
 - i. Make clearly evident a Christian perspective on teaching & learning
 - ii. Create a Christian classroom rhythm/ethos which motivates students to learn well
 - iii. Use a variety of curriculum & instructional resources effectively
 - iv. Clearly articulate learning expectations & outcomes to students
 - v. Provide relevant & engaging lesson activities (e.g. lab, project)
 - vi. Employ instructional "best practices" & teaching/learning strategies for the Christian classroom
 - vii. Implement valid & appropriate assessment tools
 - viii. Demonstrate flexibility & responsiveness to students' learning styles & abilities
- d. *Student/Teacher/Parent Relationships*
 - i. Demonstrate the understanding that students are children of God & are made in His image
 - ii. Display sensitivity to varying abilities with words & actions
 - iii. Work constructively & positively with individuals & groups
 - iv. Communicate regularly with parents
- e. *Collegiality & Professionalism*
 - i. Advocate for NMCS & Christian education at all times
 - ii. Promote the positive exchange of ideas, strategies, & professional growth among colleagues
 - iii. Regularly pursue professional development learning opportunities
 - iv. Maintain current & accurate records
 - v. Follow proper employment/institutional policies & procedures

6. Compensation

- a. Salary & benefits as per school policy