



# Crosspoint Christian School

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## Christian Teacher Job Description

**General:** The teacher shall prayerfully help students learn attitudes, skills, and subject matter that will contribute to their development as mature, able, and responsible Christian men and women to the praise and glory of God.

**Qualifications:** The teacher shall be one who has received Jesus Christ as Savior and Lord. The teacher shall be a member in good standing of an evangelical church and shall lead a separated life. He/she shall be a person of spiritual maturity with academic and leadership abilities that will allow him/her to "train up a child in the way he should go". The teacher shall reflect the purpose of the school, which is to honor Christ in every class and in every activity. He/she must be in agreement with the Statement of Faith and Moral Code. The teacher must be convinced that this is the school to which God has called him/her.

The teacher shall be a college graduate, certified or certifiable, and one who feels called of God to the teaching profession. However, this may be waived by the Board of Directors after much prayer and discernment. The teacher must be at least 21 years of age. Other qualifications may be added by the Board as deemed appropriate.

**Contracted By:** School board upon recommendation of the administrator for one year.

**Responsible To:** Administrator

**Supervises:** Student teachers, aides, volunteers, and students

### **Responsibilities:**

#### **Spiritual**

The teacher shall:

1. Seek to role model in attitude, speech and actions a consistent daily walk with Jesus Christ.
2. Show by example the importance of Scripture memorization and study, prayer, witnessing, and unity in Christian fellowship.
3. Inform the administration if unable to fulfill any duty assigned. Prepare adequate information and materials for a substitute teacher.
4. Be responsible that all materials used in classroom reflect Biblical principles and standards.

#### **Non-Instructional**

The teacher shall:

1. Cooperate with the Board and administration in implementing all policies, procedures, and directives governing the operation of the school.
2. Shall notify the administration of any policy he/she is unable to support.
3. Maintain regular and accurate attendance and grade records to meet the demands for a comprehensive knowledge of each student's progress.
4. Keep students, parents, and the administration adequately informed of progress or deficiencies and give sufficient notice of failure.
5. Maintain a clean, attractive, well-ordered classroom.
6. Supervise extra-curricular activities, organizations, and outings as assigned.
7. Support the broader program of the school by attending extra-curricular activities when possible.

## **Professional**

The teacher shall:

1. Utilize educational opportunities and evaluation processes for professional growth.
2. Seek the counsel of the administrator, colleagues, and parents while maintaining a teachable attitude.
3. Provide input and recommendations for administrative and managerial functions in the school.
4. Attend and participate in scheduled devotional, in-service retreat, committee, faculty, and Association meetings. Each full time teacher is expected (to the best of their ability) to attend all association meetings, bi-annual parent-teacher conferences, in-service programs, and association functions.
5. Know the procedures for dealing with issues of an emergency nature. Must become familiar and comply with Teacher's Handbook.