

Elementary Teacher

Dakar Academy Job Description

Division/Department: Teacher		Location: On Campus
Job title: Middle or High School Teacher		Reports to: Assistant Director Supervises: Teacher's Aide
Level/Grade: Middle and High School	Type of position: <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> 10-month contract <input type="checkbox"/> 11-month contract	Hours: At least 40 hours/week
General Description: Teachers at Dakar Academy are Christians growing in the fear of God and the knowledge of our Lord Jesus Christ. Their growth in their professional ability and practice is expected to be evident to their students, peers, superiors, and God. Because they are expected to love the Lord and the children entrusted to them, they seek daily the strength of the Lord in order to integrate God's perspective in all their responsibilities at Dakar Academy. The teacher should be a college graduate, certified from a state department of education, and eligible for certification by the Association of Christians Schools International (ACSI). If lacking, the teacher will enter into a program that will provide the above certification within a time limit set by the administration upon hiring the teacher. Part-time faculty qualifications will be handled on an individual basis within the spirit of the above guidelines.		
Preferred Qualifications: <ul style="list-style-type: none">• Bachelor's Degree• State Teacher's Certificate• ACSI Certification		
Major Responsibilities and Tasks: A. Provide instruction in the appropriate curricular area(s) as assigned by the assistant director <ol style="list-style-type: none">1. Clearly communicate student expectations for behavior, homework, and assessment2. Develop lesson plans consistent with the assigned curriculum and that required higher level thinking skills3. Integrate Christian worldview into course activities and assessments4. Use effective, learner-centered instructional methods to meet the needs of each student in the class5. Give homework assignments for review, practice, and/or enrichment6. Design authentic assessments that require students to perform the competencies in the assigned curriculum7. Evaluate and return assignments to students promptly8. Maintain a positive learning environment B. Maintain student records <ol style="list-style-type: none">1. Record attendance and tardies2. Keep record of student behavior reports3. Record grades		

C. Update curriculum

1. Develop curriculum for new courses in your curricular area
2. Regularly evaluate curriculum based on student performance
3. Revise as necessary
4. Update curriculum files with curriculum coordinator

D. Develop professional skills

1. Maintain certification(s)
2. Stay up-to-date on current research in your content area and on student learning
3. Develop professional and personal goals
4. Work to meet goals
5. Strive for continual improvement

E. Participate on staff committees

1. Attend faculty meetings
2. Attend faculty devotions
3. Participate in departmental meetings

F. Other duties as assigned

Other Duties:

- Support extra-curricular programs

Characteristics and Skills:

- Communicates clearly
- Works efficiently
- Accepts responsibility
- Maintains confidentiality
- Maintains a positive attitude
- Has a heart for student ministry

Approved by:

Title:

Date posted:

Date hired: