



## **KINDERGARTEN CO-TEACHER—SPRUCE HILL CAMPUS**

### **QUALIFICATIONS**

- A minimum of a Bachelor's degree from an accredited college or university
- Teacher Certification
- Desire to work in a multi-racial, urban, Christian School
- Teaching experience
- A commitment to Christ, urban Christian education, and relentless in pursuing academic excellence as biblical principles are integrated throughout the curriculum

### **SPIRITUAL LIFE**

- Ability to express and demonstrate a personal relationship with Jesus
- Ability to articulate the Christian foundation/philosophy of the school
- Commitment to personal growth and accountability through church membership
- Openness to kindness and candor in all relationships
- Agree to, by signing, Statement of Faith

### **ACADEMIC DUTIES**

- Plan, prepare and deliver instructional activities with a lead teacher
- Establish clear objectives for all lessons, units, and projects, and communicate those objectives to students
- Plan and supervise class projects, field trips, or other experiential activities
- Establish and enforce rules of behavior and procedures for maintaining order among students. Implementing classroom management strategies used at The City School.
- Observe and evaluate students' performance, behavior, social development, and physical health
- Adapt teaching methods and instructional materials to meet students' varying needs and interests
- Integrate the Christian faith throughout the curriculum
- Design instruction that challenges the learning ability of students
- Meet course and school-wide student performance goals
- Provide support for the Lead Teacher

### **ADMINISTRATIVE DUTIES**

- Attend all staff meetings, team meetings, and teacher duties as required
- Attend and participate in faculty devotions
- Submit lesson plans weekly
- Maintain accurate and complete student records as required
- Updating grading program on a weekly or biweekly basis
- Continue established system for communicating with parents
- Confer with parents or guardians, teachers, counselors, and administrators to resolve students' behavioral and academic concerns
- Participate in ongoing training sessions
- To follow school policies as indicated in the Faculty Handbook

Contact (initial applications must include resume and cover letter):  
Elaine Hannan, Principal—Spruce Hill, ehannan@cityschool.org

