

Zuni Christian Mission School
Position Description
Teacher

The teacher is responsible for instructing the students in accordance with the educational goals and philosophy of the school.

The teacher is accountable to the principal. He/she is expected to fulfill his/her responsibilities in a professional manner.

Responsibilities:

INSTRUCTION

1. Provide quality instruction to students at the assigned grade levels and subject areas.
2. Integrate Christian values, teachings, and perspectives into all aspects of the instructional program.
3. Plan and implement an instructional program that meets the individual needs and abilities of the students.
4. Participate in the development, review or revision of curriculum.
5. Support extracurricular school activities.
6. Maintain and model standards of behavior that are consistent with Christian principles and conducive to learning.
7. Collaborate with the educational assistant and/or support teachers regarding student needs, performance and behavior.
8. Collaborate with colleagues to provide a school community that promotes maximum learning.

EVALUATION and COMMUNICATION

1. Evaluate students progress, keep accurate, appropriate records and prepare progress reports.
2. Provide timely feedback to students concerning their performance.
3. Communicate regularly with parents, especially when students are having difficulty academically or behaviorally.
4. Communicate regularly with the principal regarding the instructional program, student progress, and administrative and policy matters.
5. Participate in regular and special staff meetings, parent meetings and other school functions.
6. Complete administrative tasks effectively.