

OUR SAVIOR LUTHERAN CHURCH & SCHOOL
MINISTRY DESCRIPTION

Title: Middle School Literature & Language Arts Teacher
Supervisor: Principal

Purpose: Desire to educate children grounded in Christian faith and moral values combined with high academic standards, technology skills, and leadership skills for the 21st century.

Minimum Qualifications:

- Strong personal relationship with Jesus Christ
- Commitment to the mission and ministry of the church
- Strong desire to teach children
- Ability to exercise independent judgment and initiative
- An understanding of team ministry and working as one within the church and school community
- Actively participates in Christian congregation life through worship, Bible study and similar opportunities.
- Bachelor's degree or higher degree in secondary education and an endorsement in English/Language Arts
- Michigan Teaching Certification or the ability to obtain certification within one year of hire.
- Certification in the Lutheran Church-Missouri Synod or the willingness to obtain a colloquy certification within five years of hire.
- Ability to meet state and federal requirements including; background check, fingerprinting, immunization and health requirements.
- Current CPR/Basic First Aid card or the ability to obtain one within 30 days of hire.

Position Responsibilities:

- Models God's unconditional love in respectful nurturing of each unique child.
- Facilitates faith formation in partnership with parents through instruction and resources
- Plans and implements an education program (including curriculum mapping and pacing) that follows school approved curriculum standards, goals and objectives.
- Lesson plans completed per administrative requirements and submitted weekly.
- Uses effective teaching techniques, strategies, materials and educational experiences to support instruction within curriculum guidelines.
- Designs and integrates student learning experiences with the appropriate use of technology tools
- Provides enrichment events and activities related to curriculum.
- Communicates assignments and objectives to students and parents in a well-organized manner, using clear and precise language.
- Monitors and assesses student progress in order to provide feedback on a regular basis to students, their parents and administration. (Assignments returned within a week and grades recorded weekly)
- Diagnoses, instructs and evaluates specific student needs and seeks assistance as necessary.
- Establishes and maintains fair and just standards for student behavior needed to achieve an effective and safe learning environment.
- Maintains accurate, complete and legible records as required by law and school policy.
- Classroom physical environment reflects *Learning, Living, Sharing Christ*.
- Communicates concerns and ideas with colleagues, students, parents and community in an articulate Christian and professional manner.
- Assist Principal with projects and tasks as they arise

- Establishes and functions as a ministry team member with other staff members, administration and the general school community.
- Displays an understanding and willingness to participate in church and school ministry.
- Maintains professional competence.
- Attends morning devotions, faculty meetings and other required meetings consistently
- Performs other related, similar or logical duties as required or assigned.

Skills, Knowledge, Abilities, and Other Characteristics:

- Knowledge and belief in Jesus Christ as their Savior, living and sharing that love with others.
- Knowledge that each child is a unique individual and special gift of God.
- Knowledge of developmental stages of children and appropriate expectations for each age.
- Skill in facilitating learning experiences that support curriculum goals and objectives.
- Skill in effective classroom management.
- Skill in establishing and maintaining effective working relationships with students, their parents, the school administration and fellow colleagues.
- Ability to understand and follow oral and written instructions, policies and procedures.
- Ability to effectively learn, apply, and teach 21st Century Technology Skills and the integration of them within student learning experiences.
- Ability to work effectively in an environment subject to changing priorities with frequent interruptions.
- Ability to meet attendance schedule with dependability and consistency.
- Ability to witness and live as a Christian, in faith.

Objectives for this Position:

- Welcoming environment to visitors, parents, students, staff and prospective families
- Grow a faith-based and faith-centered culture
- Organize and maintain an efficient and effective classroom learning environment
- Maintain curriculum at high standards.

Position Classification:

This is a full time ministry position. It is classified as exempt for the purpose of overtime compensation. This is a called position.