

Job Description:

Job Title: Part-time Lower School Enrichment Teacher (1st – 5th grades)

FLSA Status: Salaried, Exempt

Department: Faculty

Evaluation: Performance will be evaluated initially at 90 days then annually thereafter with this position description. Employees will undergo initial and periodic subsequent background checks and drug screenings as required.

Reports to: Lower School Principal

Supervises (number of employees): N/A

Education Requirement: Bachelor's Degree

Years of Experience: 2+

Licenses or Certifications: Holds or is in the process of earning a Florida Educator Certificate ideally with Gifted Education Endorsement.

Preferred: Masters Degree in Education

Summary:

Orangewood Christian School is seeking a 1st – 5th grade enrichment teacher. At least two years of teaching experience is required. Our teachers are building Christian Community within and beyond the school, are active in a church community and serving as Christian role models to students, parents and staff. Teachers are expected to keep abreast of current trends and assist their respective departments with long-term goal planning for the program and developing both short and long term instructional objectives. Teachers must have strong instructional and classroom management skills, including but not limited to: use of various teaching strategies and resources to actively engage students in learning; adjusting curriculum as appropriate; posting lesson plans on RenWeb; enforcing school discipline policies in a consistent and loving manner; promptly notifying parents and administration of behavioral or academic concerns and organizing classroom materials for efficient learning. OCS teachers are expected to make meaningful connections between faith and learning in the community.

Essential Function:

- Teach and instruct 1st – 5th grade students' enrichment in a pull out program.
- Create and evaluate programming for gifted and talented populations.
- Ability to design and implement interdisciplinary units of study.
- Ability to use open-ended and problem solving approaches of instruction.
- Flexibility and confidence in working with gifted students, their parents, and staff.
- Ability to interpret data.
- Strong organizational, communication, and interpersonal skills.
- Monitors and evaluates the effectiveness through various data collection methods related to student achievement, parent satisfaction and teacher perceptions.
- Provides parent education for parents of the enrichment students.
- Other duties as assigned by the lower school principal.

Supplemental Function:

- Attend staff meetings, as announced weekly.
- Deliver professional development
- Be proficient in computer skills

Required Personal Qualities:

The employee shall:

1. Have confessed Jesus Christ as his/her personal Lord and Savior.
2. Believe the Bible is the revelation of God’s truth and is infallible and authoritative in all matters of faith and practice.
3. Faithfully attend and actively support a local church that adheres to the principles listed in the OCS Statement of Faith.
4. Be in agreement with the school’s Statement of Faith.
5. Be a Christian role model in attitude, speech and actions both in and out of school to students, parents and fellow employees. Agree with and adhere to the OCS Lifestyle Statement.
6. Show by example the importance of Scripture study and memorization, prayer, witnessing and unity in the body of Christ.
7. Have the spiritual maturity, academic ability and personal leadership qualities to equip students to transform the world for Christ and His kingdom.

Additional Personal Qualities:

The employee shall:

1. Recognize the role of parents as primarily responsible before God for their children’s education and be prepared to assist them in that task.
2. Demonstrate the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance and punctuality.
3. Meet everyday stress with emotional stability, objectivity and optimism.
4. Maintain a personal appearance that is a Christian role model of cleanliness, modesty, good taste and agreement with school policy.
5. Have a strong command of the English language in both verbal and written communication.
6. Respectfully submit and be loyal to constituted authority.
7. Notify the Head of School of any policy that he/she is unable to support.
8. Refuse to use or circulate confidential information.
9. Place his/her OCS position ahead of other jobs or volunteer activities.
10. Make an effort to appreciate and understand the uniqueness of the OCS community.

Work Environment:

- Offices
 Classrooms
 Outdoors
 Community
All facilities including roof and crawl spaces
 Other: _____

Physical Demands:

- Walking/Standing
 Lifting/Moving (number of pounds 30)
 Stretching
Exposure to cold/Heat
 Talking/hearing
 Vision (close and distance)
Bending/climbing
 Other

* The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.