



Teacher Job Description Campbell County Christian Learning Center

Reports To: Directly to Program Director and indirectly to Board of Directors

Status: Full-time, Monday-Friday based on Campbell County Public Schools calendar

General Qualifications

- Professes a personal relationship with God through Jesus Christ
- Maintains a lifestyle consistent with Christ's character
- Is motivated by genuine compassion and a desire to obey Christ's command to "make disciples"
- Personally and publicly supports the mission and goals of the program

Specific Qualifications

- Has a valid Tennessee teaching license, professional license preferred
- Has the gift of teaching, as evidence by prior successful experiences, positive feedback from learners, and pastoral recommendation
- Has proven experience in teaching the Bible
- Relates well to both church and unchurched public school students
- Is reliant on the Holy Spirit and confident of His gifts and empowerment, fostering a quality learning environment and minimizing undesirable student behavior
- Is able to organize student events and service opportunities, promoting a positive Christian environment and meaningful relationships with students and the community

Job Responsibilities

- Prepares and delivers daily lessons, taking great care to communicate the message creatively and effectively
- Monitors students' progress on an individual basis through various forms of assessment
- Maintains a classroom that is safe, clean, organized, decorated, and prepared for students
- With assistance from Ministry Assistant, ensures that attendance records and student information are accurately kept on file, and a copy given to public school attendance clerk as required by the school
- Maintains classroom discipline, following established procedures
- Organizes and oversees programs for increasing student engagement such as after school activities and events, promotional giveaways, etc. (Approx. 4-6 student events per school year)



- Recommends potential Junior Board members to Program Director
- Under direction of Program Director, evaluates program results based on classroom goals and/or program's mission statement

To enhance the program, teachers will also be expected to regularly do the following:

- Attends Board of Directors meetings and brings the enthusiasm from the classroom to the program's Board of Directors
- Helps develop and critique curriculum
- Facilitates recruitment of students for events/mailling/registration participation
- Acts as first point of contact for both parents and the school administration
- Participates in school functions to build rapport, as well as program functions (may include but not limited to open houses & parent conferences)
- Contributes articles or class highlights for quarterly newsletters, social media, and other promotional materials
- Meets regularly with other program staff, under the direction of Program Director
- Assists in cultivating donor relationships with individuals and churches
- Manages facility needs and maintains communication with host church facility coordinator

Signature: _____ Date: _____