



Teacher Job Description

Crossroads Christian Academy

Job Goal: Teachers are the heart and soul of any school. At CCA, the teacher is the spiritual and instructional leader in the classroom.

Line of Authority: The teacher reports directly to the divisional Principal. S/he serves as a member of the faculty and accepts responsibilities as identified by the Director and Principals.

General Qualifications:

- Have a deep commitment to Jesus Christ based on a personal relationship with Him.
- Be a servant leader
- Have a calling to ministry in and through education.
- Have a solid conviction that Christian education is of utmost importance in guiding children in today's world.
- Have a solid understanding and commitment to CCA's guiding statements.
- Have experience in the international school setting (preferred).
- Be effective in oral and written communication.
- Be a team player, responsive to the school board and school staff.

Spiritual Responsibilities:

- Be a spiritually mature and growing Christian who is active in his/her Christian life.
- Be a role model in speech, actions and attitudes (both on and off campus) and model a consistent daily walk with Christ.
- Treat students with respect, gentleness, and Christ-centered love.
- Follow the Matthew 18 principle in interactions with parents, students, staff, administration, and Board.
- Maintain active participation in a local body of believers.
- Pray for CCA regularly – the Board, the staff, the families, the students, and the activities.

General Responsibilities:

- The teacher is expected to provide instructional leadership in the classroom, preparing thoughtful lessons based on instructional objectives and delivering that instruction in an appropriate and challenging way.
- The teacher is expected to adhere to Curriculum Trak unit plans, complete weekly lesson plans, be involved in accreditation assignments, provide appropriate and fair assessment of students, enforce school policies and keep grades current.
- The teacher is expected to be intentional with the integration of Biblical truth into all areas of teaching and learning.
- The teacher is expected to be a lifelong learner integrating technology, best practices and sound pedagogy.
- The teacher is expected to establish clear classroom routines and rules.
- The teacher is expected to arrive to work, meetings and other obligations on time.
- The teacher is expected to provide timely feedback on student work and continually update student records in RenWeb.
- The teacher is responsible for supervising students and handling behavioral issues in the classroom, on the playground, or wherever a teacher is assigned to student supervision.
- The teacher is expected to handle discipline issues and communicate promptly and professionally with parents/guardians.
- The teacher is expected to show sensitivity to students with different abilities, backgrounds and religious preferences.
- The teacher is expected to attend all scheduled school events. This includes but is not limited to Open House, Parent/Teacher conferences, Faculty meetings, graduation and other events as indicated by the school calendar.
- The Teacher is expected to conduct him/herself at all time in ways that honor and glorify the Lord and represent CCA positively as outlined in the Faculty Handbook.
- Other duties as assigned