



Job Description: Faculty Member

"Discipling young people to make a difference in their world"

Job Classification:	Administrative
Provisional Period:	Yearly contract based on annual evaluation
Department:	Faculty
Assignment Category:	Full-time

Job Description Summary:

Desert Christian Faculty is able to integrate biblical principles in his/her teaching, is proficient in his/her field, and has a desire to minister to the whole child.

Ministry Description Summary:

He/she has a calling in his/her heart to serve God; who is assured of his/her personal worth and professional competence, both being in balance with the Scriptures; who leads a consecrated life before the Lord, co-workers, and students, and is a committed follower of Jesus Christ. He/she shows a high degree of professionalism and responsibility in the fulfillment of his/her duties as an administrative member of DCS.

Specific Job Duties:

- Develop skills in biblical integration throughout the curriculum and daily living
- Establish and maintain positive and regular communication with students and parents including posting grades and conducting parent-teacher conferences
- Be familiar with and adhere to all adopted school statements, scope and sequence, school handbooks, and curriculum guides
- Assess the learning of students and keep students, parents, and the administration adequately informed of progress or deficiencies of student academic work
- Follow the Matthew 18 principle in dealing with conflict with students, parents, faculty/staff, and administration
- Perform duties assigned by the administration including developing and maintaining curriculum documents, maintaining administrative records, and ensuring substitute plans are available
- Show professional knowledge and growth through continued study and attendance of appropriate conferences and workshops
- Regularly attend and participate in meetings and applicable in-service sessions
- Work as a team member with other faculty/staff, maintaining a supportive and encouraging relationship with other teachers, and assisting in the development/implementation of programs/processes to enhance the school's overall program
- Coordinate off-campus learning experiences
- Effectively represent the school, its program, policies, and philosophy to the community
- Cooperate with the board and administration in implementing all policies, procedures, and directives governing the operation of the school
- Teach classes as assigned, following the prescribed scope and sequence in the curriculum guide, and create effective daily lesson plans
- Work collaboratively with Skills Center to provide effective education for individual student needs

- Utilize valid teaching techniques to achieve curriculum goals within the framework of the school's philosophy
- Support the broader program of the school by attending extra-curricular activities when possible

Teacher Ministry Evaluation System (T.M.E.S.) Performance Standards/Skills:

The Teacher Ministry Evaluation System (TMES) uses the Goals and Roles Performance Evaluation to collect and present data to document teacher performance based on well-defined job/ministry expectations. The six standards are as follows:

- Standard 1: Instructional Planning
- Standard 2: Instructional Delivery
- Standard 3: Assessment of/for Learning
- Standard 4: Learning Environment
- Standard 5: Professionalism
- Standard 6: Student Progress

Specialized Responsibilities:

- Supervise extra-curricular activities, organizations, and outings, as assigned

Job Factors:

- **Minimum education level required:**
 - BA or BS degree, in education, *preferred*
- **Minimum experience level required:** Administrator's Discretion
- **Reports to:** Site Administrator
- **Supervision exercised:** Students; Instructional Team Leader, *if applicable*
- **External contacts:** Parents; outside classroom resource personnel