



## TEACHER JOB DESCRIPTION

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Goal: The teacher shall prayerfully help students learn attitudes, skills, and subject matter that will contribute to their development as mature, able, and responsible Christians to the praise and glory of God.

Overview: The teacher shall be a born-again, college graduate, certified or certifiable, who is called by God to the teaching ministry. Other qualifications may be added by the Head of School as deemed appropriate.

Contracted by: Principal

Evaluation: Teacher performance will be evaluated by the administration in accordance with the expectations of this job description and the Faculty/Staff Handbook.

### REQUIRED PERSONAL QUALITIES

The teacher shall:

- Have received Jesus Christ as his/her personal Savior.
  - Believe that the Bible is God's Word and standard for faith and daily living.
  - Be a Christian role model in attitude, speech and actions toward others.
  - Be a member in good standing at a local, evangelical church which has a Statement of Faith in agreement with the school's Statement of Faith.
  - Be in whole-hearted agreement with the school's Statement of Faith and Christian philosophy of education.
  - Have the spiritual maturity, academic ability, and personal leadership qualities to "train up a child in the way he should go."
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## GENERAL RESPONSIBILITIES

### **Employee is expected to:**

- Be able to affirm Legacy's mission and educational & curriculum philosophy.
- Facilitate a positive and productive learning environment.
- Provide substantial opportunities for student achievement.
- Provide instruction of applicable course content.
- Create lesson plans and upload them to parent portal each Thursday night.
- Update and maintain curriculum guides for all courses assigned.
- Assess student achievement and mastery of content.
- Responsible for student grading/evaluation within timeline and deadlines set by Administration.
- Respond to email in a timely manner and assist parents and students as needed.
- Communicate effectively and regularly with parents.
- Maintain Christian maturity with a positive, collaborative, cooperative, helpful attitude and a team spirit with any person involved with the school or education process.
- Employees must attend church services in accordance with the Legacy's Statement of Faith and Lifestyle Statement, and are encouraged to be active in their local churches in addition to regular church attendance.
- Attendance is required at all meetings announced by the Administration.
- Adhere and enforce all school policies per the Faculty Handbook (dress code, technology, etc.)
- Comply with any duty, obligation, requirement or directive given to Employee by Administration.
- Maintain physical and mental stamina to keep up with high-energy grade school students.

### ***About Legacy Preparatory Christian Academy***

*Legacy Preparatory Christian Academy is a private, Christian, University-Model School (UMS) in The Woodlands, Tx, for students in pre-kindergarten through twelfth grade. LPCA aims to cultivate parental involvement in the educational process of their children; to instill students with a biblical worldview and the passion to stand firm and articulate boldly in defense of their faith, to prepare them for the rigors of college, to guide them into independent learning, and to train our students to always give themselves fully to the work of the Lord, because their labor will not be in vain.*