



Job Description

Position Title: Associate Teacher - Elementary

Purpose of Position

The associate teacher is responsible for fulfilling the mission of Des Moines Christian School by equipping minds through engaging, innovative instruction and nurturing hearts by mentoring young people as spiritual leader and role model. This position is designed to assist various grade level teachers.

Position:

- Part-time, hourly
- School Year

Reports To: Elementary Principal
Evaluated By: Elementary Principal
Direct Reports: None
Payscale: Assistant/Associate Teacher

Qualifications:

- In agreement with the Des Moines Christian School (DMCS) Statement of Faith.
- Active member/regular attendee of Bible believing church and committed to growth in a Biblical Worldview.
- High School Diploma or Equivalent

Professional Profile:

- Committed to the mission of DMCS.
- Demonstrates technology skills appropriate for the grade level and subject areas.
- Characterized by integrity.
- Maintains confidentiality.
- Demonstrates strong organizational skills.
- Models Christ-like behavior in word and behavior both in and out of the classroom.
- Demonstrates consistent spiritual leadership.
- Demonstrates excellence in communication.

Responsibilities:

- Supports classroom teacher in day-to-day classroom activities.
- Assists students individually or in groups under the direction of the teacher
- Performs duties relating to supervision (e.g., playground, hallways, classrooms, study halls, cafeteria, arrival and departure of students)
- Participates in staff development training programs, as appropriate
- Demonstrates ability to physically perform tasks involved with monitoring, supervising, and active instruction
- All other duties as assigned by the Principal.

Date: _____



Signatures: _____

Associate Teacher

Elementary Principal

Revision Date: 08/2018