



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

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 their personal relationship with Jesus Christ.
- High School Diploma or Equivalent

Professional Profile:

- Demonstrated commitment to the mission of DMCS: *Equipping minds and nurturing hearts to impact the world for Christ.*
- Characterized with integrity and maintains confidentiality
- Utilizes critical thinking and problem solving skills.
- Demonstrates technology skills appropriate for the grade level and subject areas.
- Demonstrates strong organizational skills.
- Demonstrates consistent spiritual leadership.
- Manifests effective verbal and written communication skills.

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.

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