

Position Description

Qualifications:

- Born-again Christian
- In agreement with the DMCS Statement of Faith
- Active member/regular attendee of an evangelical church
- Applicable Iowa License
- ACSI Certification
- Minimum of a BS/BA

Position:

- Part-time/Full-time
- School Year: Instructional days plus professional development (190 days)
- Salaried Employee

Reports To: Principal

Direct Report: None

Personal Profile for all DMCS Employees:

- I. Committed to growth in the development of a Biblical Worldview
 - Displays a spiritually mature Christian role model in attitude, speech, and actions
 - Shows by example the importance of Scripture study, prayer, witnessing, and unity in Christian fellowship
 - Meets everyday stress with emotional stability and optimism
 - Displays a friendly, approachable, courteous, flexible, and self-controlled attitude
- II. Committed to Christ-centered education and the mission of DMCS
 - Understands the importance of this position in fulfilling the mission and vision of the school
 - Submits and is loyal to constituted authority with a teachable spirit
 - Refrains from gossip with or about other employees or constituents of the school
 - Represents the school in a favorable, professional manner to its constituency and the public
 - Maintains a personal appearance in accordance with school policy
 - Follows the Matthew 18 principles in dealing with conflict
 - Loves children and serves with joy and energy
 - Committed to hard work and desires to meet or exceed expectations
 - Demonstrates the capacity to initiate and support change that improves the excellence of the organization

Professional Profile:

- Demonstrates ability to enhance academic performance and support for and implementation of DMCS student achievement goals
- Demonstrates competence in content knowledge appropriate to the teaching position
- Demonstrates competence in planning and preparing for instruction
- Uses strategies to deliver instruction that meets the multiple learning needs of students
- Uses a variety of methods to monitor student learning
- Demonstrates competence in classroom management
- Engages in professional growth
- Fulfills professional responsibility established by the school district
- Demonstrates consistent spiritual leadership in the classroom and school through biblically directed, Christ-centered education

Responsibilities:

- Sets and achieves annual performance goals with Principal
- Demonstrates professional growth and proficiency through the creation and maintenance of a professional portfolio
- Shows proficiency in Microsoft Office-Word, Excel, and PowerPoint
- Uses e-mail and the Internet effectively
- Prepares weekly lesson plans, available for viewing by the Principal
- Attend staff meetings regularly
- Completes professional requirements effectively and on time
- Demonstrates ability to physically perform tasks involved with monitoring, supervising, and active instruction
- Communicates effectively with students, peers, and school community.
- Serves on curriculum review teams
- Supports students and the school by attending additional school or class events
- Assists the janitorial staff by regularly picking up and cleaning the classroom
- Performs other tasks willingly, as assigned by the Principal

Evaluation: Annually by the Principal

Performance of these responsibilities will be evaluated in accordance with provisions of the Board Policy and Procedures Manual of Support Personnel. Special emphasis shall be given to the areas of loyalty to the mission and objectives of DMCS, teamwork, attitude, and customer service.

Date: _____

Signatures: _____
Teacher

Principal