



Valley Heights Christian Academy

Established 1982
An outreach of Calvary Baptist Church
75 Calvary Drive, Norwich, NY 13815

(607) 336-8422
office@vhcaonline.com
www.vhcaonline.com

Valley Heights Christian Academy Jr./Sr. High School Teacher Job Description

Goal: To the praise and glory of God this individual will provide students with and oversee a sound academic educational program integrated with a Biblical view of God and a Biblical philosophy of life.

Overview: This full-time position (7:45 a.m. – 3:30 p.m.) consists of two areas of primary responsibility. The main responsibility is to serve as a teacher in the high school for 2 subjects plus an extracurricular class. Classes are made up of 7th, 8th, and 9th graders and 10th, 11th, and 12th graders. This position would be expected to teach a possible 6 total classes.

School Summary: Valley Heights Christian Academy is a Pre-K through 12th grade school that focuses on teaching from a Christian worldview perspective. Each class has Biblically based teaching infused in the classroom, with a dedicated Bible class for each grade level. Enrollment for elementary classes is approximately 20-25 students and Junior High and High School enrollment is approximately 15-20 students.

Contracted by: Valley Heights Christian Academy School Board. The full-time position will have no more than 6 daily teaching classes unless mutually agreed to by the individual and the school board.

Responsibilities: The individual shall:

1. Have received Jesus Christ as his/her own personal Savior.
2. Be a Christian role model in attitude, speech, and actions toward others.
3. Endorse and uphold the school's *Statement of Faith, School Purpose, School Philosophy, and School Objectives* as detailed in the VHCA Parent-Student Handbook.
4. Maintain a personal appearance that is consistent with being a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy.
5. Teach classes assigned following a prescribed scope and sequence and schedule.
6. Use a variety of teaching methods or materials that will meet the individual learning needs of the students.
7. Maintain regular and accurate attendance and grade records to meet the requirements for a comprehensive knowledge of each student's progress.
8. Keep parents adequately informed of a student's progress or deficiencies as needed.

Qualifications:

1. Minimum of a Bachelor's Degree from a recognized educational institution.
2. Successful relevant experience in teaching in a Jr./Sr. High School studies Program desired.
3. Dedicated to working with young people and providing a safe, caring, learning environment.
4. Familiar with the philosophy and goals of a Christian Education.
5. Ability to use appropriate strategies and techniques to enhance critical thinking skills in young people.
6. Proven leadership, teamwork, and interpersonal skills.
7. Excellent communication and organizational skills.
8. Relevant experience in the use of appropriate materials, technology, and resources to help meet the learning needs of young people.
9. Able to devote a reasonable amount of time before and after school for staff related activities, special programs, and parent-teacher conferences.
10. Able to perform the previous responsibilities without limitations or discrimination.
11. Able to pass a criminal background check.

Salary: \$24,000

TO APPLY: FILL OUT THE APPLICATION FOUND ONLINE AT <https://vhcaonline.com/>

Send application to:

Valley Heights Christian Academy

Attn: School Board

75 Calvary Drive

Norwich, NY 13815

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Email office@vhcaonline.com