**Job Title**: Grammar School Teacher

**Reports to:** Head of Grammar School

**Character Qualities**

* Personal faith in Jesus Christ defines and informs all aspects of life
* Remains in good standing with a local church
* Consistently models humility, grace, strength of character, and the fruit of the Spirit
* Intentionally pursues community and develops genuine relationships with students, parents, and staff
* Maintains a personal appearance that is professional and modest

**Relational Qualities**

* Possesses good people skills and speaks with clear articulation
* Respectfully submits and is loyal to constituted authority
* Is able to solve problems, and respect confidentiality
* Willing to serve and assist the physical education teacher
* Acts objectively when own children are attending VPA

**Salary**

* Starting pay for a 3-day teacher- $23,800
  + $2,000 stipend for teacher’s certification
  + $2,000 Stipend for applicable Master’s Degree
* 3-day teachers receive the following tuition remission rates:
  + In the teacher’s first year- 25% tuition remission
  + In the teacher’s third year- 35% tuition remission
  + In the teacher’s fifth year and beyond- 50% tuition remission

**Role Specific Responsibilities**

* Demonstrates a mastery of the subject material assigned.
* Uses valid teaching techniques to achieve curriculum goals and affect student learning.
* Teaches classes assigned and scheduled by the Headmaster (or Board).
* Plans a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students, challenging each to do his/her best work.
* Prepares and submits weekly lesson plans for review by the Headmaster (or Board).
* Complies with all Valor policies and procedures and attends all required meetings including but not limited to parent conferences, faculty meetings, devotions, school functions and trainings.
* Employs a variety of instructional aids, methods, and materials that will provide for creative teaching to reach the whole child – spiritual, mental, physical, social, and emotional.
* Plans through approved channels the balanced use of field trips, guest lecturers and other media.
* Prepares weekly assignment sheets for the satellite classroom time supervised by parents at home, using this time effectively for drill, review, enrichment, discussion, or project work.
* Assesses the learning of students on a regular basis and provides progress reports as required.
* Keeps proper discipline in the classroom and on the school premises for a good teaching environment.
* Seeks to role-model in speech, actions, and attitude a consistent daily walk with Jesus Christ; sets an example of the importance of spiritual discipline; and encourages students in the importance of a personal relationship with Jesus Christ and growing in their faith.
* Follows established guidelines for dealing with students, parents, administration, and staff; demonstrates support for the role of parents as primarily responsible before God for their child’s education and assists them in that task.
* Cooperates with the administration in implementing all policies, procedures, and directives governing the operation of the school.
* Maintains regular and accurate attendance and grade records to meet the demands for a comprehensive knowledge of each student’s progress.
* Keeps students, parents, and the administration adequately informed of deficiencies and gives sufficient notice of failure.
* Maintains a clean, attractive, well-ordered classroom.
* Accepts a share of responsibility for extra-curricular activities assigned