



# ODESSA CHRISTIAN SCHOOL

2000 Doran Drive · Odessa, Texas 79761 · 432.362.6311 · FAX 432.550.7086  
www.odessachristian.org

## Job Description

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POSITION: Elementary Classroom Teacher  
REPORTS TO: Principal  
SALARY: In accordance with board salary schedule  
HOURS: Beginning with the first day of in-service through the final workday of the year; Monday – Friday 7:45 a.m. – 3:45 p.m.

### PRIMARY PURPOSE:

To support the school in its stated mission to empower students to love God and to seek His truth by developing their God-given talents and to teach the whole child in a Christ-centered environment emphasizing moral and academic excellence. The teacher will meet and exceed appropriate standards and expectations for the subject and grade level.

### QUALIFICATIONS:

Minimum Education/Certification:

Bachelor's degree from an accredited college or university in related field  
Preference given to candidate with teacher certification

Experience:

1-3 years of experience teaching the subject area in which you are applying

Other:

Faithful member of the Church of Christ preferred  
Comply with school Board and administrative policies  
Support and promotion of the mission of OCS  
Participate in the business and activities of OCS

### MAJOR RESPONSIBILITIES AND DUTIES

- Promote and abide by the school's stated mission and vision
  
- Academics

- Excellent teaching skills, effective written and verbal communication skills, interpersonal skills, technology skills, knowledge in curriculum and instruction
  - ❖ Develop and implement lesson plans that fulfill the requirements of the school's curriculum program
  - ❖ Prepare lessons that reflect differentiation in student learning styles and abilities
  - ❖ Plan and use appropriate instructional and learning strategies, activities and materials and that reflect understanding of the needs of students
  - ❖ Work cooperatively with vertical team teachers to determine instructional goals, objectives, and methods for student achievement
  - ❖ Conduct ongoing assessment of student achievement: formative and summative
  - ❖ Create classroom environment conducive to learning and appropriate for spiritual, physical and social development of students
  - ❖ Weave Biblical Christian perspective into the taught curriculum and instruction
- General
  - Excellent technology and interpersonal skills
    - ❖ Use technology to strengthen the teaching/learning process
    - ❖ Be a positive role model for students; support mission and vision of OCS
    - ❖ Establish and maintain open communication by conducting conferences with parents, students, principal and teachers
    - ❖ Maintain a professional relationship with colleagues, students, parents and community members

#### EQUIPMENT AND MATERIALS USED:

- Desktop or laptop computer with access to email
- Interactive Board, Elmo Digital Interactive Document Camera System

#### WORKING CONDITIONS AND REQUIREMENTS:

- Location
  - School classrooms
- Physical Requirements
  - Walk in halls, from building to building
  - Monitor Halls

*The above is intended to describe general purposes and responsibilities and not to represent an exhaustive list of all duties, responsibilities, and skills required*