

MINISTRY DESCRIPTION: TEACHER

PEACE LUTHERAN SCHOOL – Antigo, Wisconsin

Mission Statement

“As followers of Jesus Christ, our purpose is to strengthen each other in Him so that we share His love and Good News with everyone.”

Vision Statement

“Peace will nurture and educate families in our community, beginning with children, so that they live abundant lives in Christ.”

A. TEACHER QUALIFICATIONS

1. Has at least a bachelor's degree in teaching. (Preference given to those who are synodically trained in one of our Concordia University System schools).
2. Is able to meet the standards to obtain state certification.
3. Is a member of Peace Lutheran Church or willing to go through our new member classes.
4. Will consent to a background check and fill out the authorization form.

B. ACCOUNTABILITY

The teacher is directly accountable to the principal.

C. JOB DESCRIPTION

The teacher is responsible to:

1. Prepare annual and unit instructional plans, including the major objectives of the curriculum.
2. Have daily written lesson plans available, when requested for supervision purposes.
3. Use effective techniques for motivating student interest in instructional activities.
4. Reinforce positive conduct and achievement by the pupils.
5. Maintain an interesting and orderly classroom.
6. Relate instruction to the objectives of the school.
7. Use effective and approved procedures to assess pupil achievement.
8. Use effective diagnostic procedures to identify specific needs.
9. Administer approved standardized tests and evaluate results with principal and parents.
10. Establish rules for classroom management and discipline.
11. Enforce school regulations.
12. Maintain adequate records of student attendance and achievement.
13. Use written and oral reports to effectively communicate with parents.
14. Assist with the special school programs, religious services, projects, extra-curricular activities and daily activities, which are assigned.
15. Participate in curriculum studies and other planning/study sessions intended for the faculty.
16. Supervise the playground, corridor, lunchroom, and other areas/activities as assigned.

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17. Attend District conferences, assigned District conventions, leader's retreats, teacher in-service programs, and other special meetings as requested by the Principal.
18. Communicate well with families prior to the first day of school.
19. Exemplify Christian behavior both in the classroom and in daily personal living.
20. Work with the principal to develop and execute a plan for personal professional growth.

D. ON DUTY TIME FOR TEACHERS

Teachers are expected to be on duty 45 minutes before the school day begins for staff devotions and remain on duty until 3:30 P.M. Teachers shall be in their classrooms 15 minutes before school begins. School doors are unlocked at 7:30 a.m. for students.

E. CALLED TEACHER DEFINITION

A called teacher at Peace Lutheran Church is a Christian who has been trained and/ or certified in a Synodical school to serve as a servant of Christ at Peace Lutheran Congregation. The teacher's duties include teaching in a classroom setting, sharing in other routine school duties as assigned by the principal. Any additional duties are to be agreed upon by the teacher, the pastors, and the principal. These additional duties encompass any areas of ministry at Peace and may take place at any time throughout the calendar year. The call when first issued to a teacher will have a limited tenure (two years). After the probationary period, a tenured call may be issued.