



Position:	Substitute Teacher
Purpose:	The teacher shall teach students attitudes, skills, and subject matter through the grammar, logic or rhetoric phase of learning that will contribute to their development as mature, able, and responsible Christians to glory of God.
Qualifications:	Minimum of a Bachelor's degree and 3 years of teaching experience in a classical Christian school is preferred.
Evaluation:	Teacher performance will be evaluated in accordance with the following profile and specific job requirements
Reports To:	Mauka (PS-3 rd Grade) Campus Principal, Makai (4 th -12 th Grade) Campus Principal
Supervises:	Students
Position Hours:	As directed
Classification:	Non-exempt, hourly

Teacher Profile:

(1) Christ-Centeredness

- a. Models Christ-like character in all interactions with staff, parents, students and community
- b. Extends grace and mercy to others while expecting and maintaining standards of excellence in behavior, attitude and words
- c. Participates regularly in a local Protestant church and models ongoing growth and reflection in faith
- d. Shows evidence of being called by God to teach and serve
- e. Integrates moral and spiritual truth into every lesson
- f. Motivates students and families to accept God's gift of salvation and help them grow in their faith

(2) Educational Attitudes and Values

- a. Actively demonstrates to students their individual worth as children of God
- b. Effectively motivates students to participate by encouraging and supporting them
- c. Models enthusiastic, lifelong learning by being a self-motivated reader and thinker
- d. Teaches students the importance of godly attitudes and values and how they impact learning and growth

(3) Professionalism

- a. Is dependable, responsible and mature in practicing a professional code of ethics
- b. Uses biblical principles to discuss and resolve personal and professional differences
- c. Edifies and respects Trinity Christian School, its administration and its faculty
- d. Respects the God-given authority of the school board and the administration

- e. Abides by and implements all policies, procedures and directives governing the operation of the school as outlined in the Substitute Handbook
- f. Demonstrates confidence, flexibility and enthusiasm in and out of the classroom
- g. Exhibits professionalism in personal appearance as well as behavior
- h. Is well-spoken and articulate in oral and written language
- i. Is involved in student-related school activities whenever possible or when called upon
- j. Maintains required certifications in and knowledge of first aid, CPR, and emergency procedures
- k. Informs administration in a timely manner if unable to fulfill any duty assigned

(4) Professional Development

- a. Demonstrates consistent reflection on practice and positive initiative to improve by seeking counsel and maintaining a teachable attitude
- b. Shows a commitment to growth in knowledge of classical Christian content and pedagogy

(5) Classroom Management

- a. Shepherds the heart of the child in matters of discipline and teaches biblical resolution of conflict
- b. Shapes behavior using a continuum of both positive and negative consequences including the administration when necessary
- c. Continually monitors student behavior and academic performance to correct errors
- d. Clearly, consistently and positively communicates and upholds high expectations
- e. Establishes and uses effective classroom management skills, routines and procedures appropriate to developmental level to create a warm, orderly and positive classroom climate

(6) Planning, Instruction and Assessment

- a. Instruction
 - 1. Effectively teaches all objectives required in the substitute lesson plans
 - 2. Knows, uses and demonstrates competence in a variety of developmentally-appropriate classical teaching and best-practice methods
 - 3. Conducts effective class discussion with a clear purpose and goal involving leveled questioning and successful participation of students
 - 4. Encourages generalization of concepts, skills and learning strategies using a variety of prompts
 - 5. Addresses the physical, social, emotional, and cognitive growth of students

Specific Job Requirements:

- 1. Have full knowledge of and compliance with the policies of the TCS Substitute Handbook as indicated by a signature prior to the beginning of the school year.