



Wheaton Academy Teacher

Department: Faculty

Reports To: Principal

Classification: Exempt

Hours: Full-time, 10 months (Mid-August through Mid-June)

Benefits: Applicable per designated classification

Approved By: K. Hockett **Prepare Date:** January 2019

Job Summary: The Wheaton Academy teacher is part of a dynamic team who are seeking to nurture growth in high school students through relationships, excellence, and service to the glory of God. He or she accomplishes this goal by integrating biblical values and helping challenge students to meet high educational standards in the classroom, using innovative curriculum that is centered on a caring student/teacher relationship.

Essential Roles and Responsibilities include the following. Other duties may be assigned.

Instruction: Planning and Preparation

- Displays strong grasp of discipline and content knowledge and makes connections with other disciplines
- Capable of teaching a variety of courses in his or her discipline in order to meet enrollment needs
- Utilizes appropriate resources available through the school or beyond related to the course goals and learning standards
- Implements or develops clear assessment criteria and standards
- Uses assessment results to plan for the class as a whole
- Uses consistent lesson planning
- Resolves student confusion with clarified directions and procedures
- Prepares students for further study, and the material is taught in a manner which students understand
- Adapts learning activities using variety of techniques recognizing the importance of student learning styles, instructional goals and recent professional research
- Practices structure in lesson planning and implementation
- Paces each lesson with defined scheduling for learning benchmarks
- Creates student-centered learning opportunities like engaging discussion or other hands-on activities
- Uses technology frequently to accomplish learning goals
- Develops and applies strategies to make the curriculum rigorous and relevant
- Naturally and regularly integrates biblical principles into his/her subject
- Provides more time and support to students needing additional help in order to promote student success

Assessment:

- Assesses students fairly and accurately according to stated clear class expectations
- Provides enough opportunity for students to demonstrate understanding and supports them in the learning process
- Provides timely feedback
- Updates grades and assignments on OnCampus.
- Adheres to department intervention strategies
- Prepares students to score at or above benchmarks on AP tests, national language exams, and college readiness benchmarks

Learning Environment:

- Creates a classroom environment that reflects Wheaton Academy's mature student culture
- Ensures that the classroom procedures and expectations demonstrate and reflect biblical and gospel truth

- Understands, builds and maintains Kingdom Community values in the classroom, honoring our community of students, faculty and staff who reflect the wide spectrum of God's kingdom.
- Implements classroom procedures to ensure that the classroom is safe and comfortable for all students
- Provides a classroom environment that is a place of care and respect for all
- Establishes clear standards of conduct in the classroom
- Responds to student misbehavior with positive consistent results
- Establishes a neat and tidy classroom, appropriate for learning
- Communicates importance of the work assignments
- Demonstrates a concern for students' ability and giftedness

Professional Responsibilities:

- Keeps ACSI or state teacher certification up to date in specific teaching area, or is in on-going pursuit of an advanced degree
- Completes administrative duties and arrives to meetings on time
- Dresses professionally and according to Wheaton Academy dress code
- Adheres to the school's required procedures for communicating to parents
- Makes occasional, successful attempts to engage families in the instructional program
- Regularly demonstrates a positive and enthusiastic attitude about Wheaton Academy, its community, Board and administrative decisions, and its activities
- Demonstrates skills of collaboration with colleagues
- Attends conferences/seminars and applies what he/she learns staying current in subject area
- Participates in school events
- Sets and meets annual goals that improve student learning

Community Relations:

- Supports and is accountable to the Wheaton Academy mission
- Actively pursues and exhibits a partnership with parents, including on-going and proactive communication via email and phone calls.
- Stays up to date in what his/her students participate in, and frequently talks to them about it
- Shares and highlights church participation, God's work in their life, and answers to prayer

Spiritual Formation:

- Has a growing and vibrant relationship with Jesus Christ
- Demonstrates spiritual maturity and desire to mentor and disciple students
- Maintains active participation in local protestant evangelical church
- Agrees with principles of a Living Curriculum TeacherSM and strives to improve as a Living Curriculum TeacherSM
- Develops discipleship relationships with students

The Wheaton Academy Teacher must be a spiritually sensitive individual who understands the mission and philosophy of Wheaton Academy, including the model of the *Living Curriculum Teachers*SM. He/she must be a born-again Christian with spiritual maturity in academic and leadership abilities that will enable him/her to teach God's truth. This individual must maintain active participation in a protestant evangelical church.

The ideal candidate will have a bachelor's degree (B.A.) or (B.S.) from four-year college or university and a valid Illinois teaching license or ACSI Teacher Certification. Master's degree may be preferred but not required. Consideration may be given for highly qualified individuals who are in pursuit of credentials stated above.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.