



## The Oaks Classical Christian Academy Grammar (K - 6) Teacher Job Description

The Oaks Classical Christian Academy, a new University-Model school in Martin County, FL, is seeking qualified applicants for part-time teaching positions for the 2024-2025 school year. Teachers will instruct all subjects for one grade level **or** two combined grade levels two **or** three days/week (depending on the grade level) in person and will create lesson plans for parents to follow from satellite campuses (their homes) the other 2 days/week.

A bachelor's degree or 3 years teaching in a school is required. Teaching certificate is not required, but candidate should have enthusiasm for and basic understanding of classical, Christian education, an appetite to learn, and have experience working in or evaluating a classroom setting.

Candidate must attend church services regularly in an evangelical, Christian church that could support The Oaks Statement of Faith. Candidate should have a strong knowledge of scripture and the Biblical worldview, be a born-again Christian, and show a genuine love for the Lord.

The Oaks uses a collaborative, blended model so teachers are only on campus two days per week, but are also expected to attend up to 5 days of in-service training and/or orientation (most during the summer prior to the school year) and to complete one assigned course on ClassicalU.com. He or she is expected to read 1 - 2 short essays or books prior to their start.

Attendance at Meet-the-Teacher Night and our end-of-semester events (usually on a central campus day) is expected. Teacher should also be available one to two more hours per week (from home) to answer potential parent questions regarding lesson plans or curriculum.

**Please submit a resume and cover letter to our Head of School Katie Crews at [katiecrews@theoaksflorida.com](mailto:katiecrews@theoaksflorida.com) for initial consideration.**

### **Grammar (K-6) Teacher Expectations**

It is expected that the teacher will comply with all school policies and guidelines.

1. Spiritual Leadership - The teacher is expected to consistently exhibit love, joy, peace, and spiritual maturity before his students and the rest of the school. The teacher is expected to be a student and lover of the Bible, God's only written Word and to incorporate it into class discussions. Active participation in any staff prayer meetings and school assemblies is expected.

2. Classroom Management/Environment - The teacher is expected to maintain a neat, organized, clean, and stimulating classroom environment for his students. This implies that the students will take an active part in cleaning and maintaining their room's appearance. The



teacher should set up simple, manageable class routines to accomplish basic tasks, e.g. taking attendance, homework collection, daily cleaning schedules, materials distribution, etc.

3. Lesson Preparation and Presentation - The teacher should have a thorough knowledge of and interest in the subjects he or she is assigned to teach. These will normally include: Bible, reading, mathematics, science, grammar, composition, spelling, handwriting, history and/or geography. Also, in most grammar grades a working knowledge and interest in Latin, art, and music is helpful. All subjects should be taught utilizing the objectives, materials, priorities, and methods prescribed by the Director of Curriculum and Instructor as well as the curriculum. The teacher is expected to encourage the students to see how all subjects are interrelated, as parts of God's integrated universe. Clear language and appropriate vocabulary is expected.

4. Classroom Decorum and Discipline - The teacher should be very familiar with and able to apply the spirit, as well as the letter, of the school rules. A joyful, but orderly (not necessarily silent) working atmosphere is to be the norm. Students should be aware of the class and school rules and verses and be encouraged to exercise self-discipline. The teacher is expected to diffuse and deal with the vast majority of corrective discipline situations within his classroom.

5. Student Learning - The teacher should seek to stimulate and maintain the students' interest in the material. Recognition and reasonable compensation for individual needs is also necessary. A variety of techniques should be used to teach and to measure the students' progress, including: a) Comprehension checks b) Rephrasing of concepts by students c) Inductive questioning (Questions designed to help the student move toward the correct conclusions) d) Recitations, chants, songs, acronyms, summaries and reviews e) Illustrations, experiments, hands-on application, teacher or student demonstrations

6. Planning and Communications - The teacher's weekly and quarterly plans should reflect creativity and a good use of class time. Copies of the weekly assignment sheets are to be completed on a specific template and turned in each Friday to the Lead Grammar School Teacher. A working knowledge of communications technology is helpful to facilitate smooth parent-teacher communication. The teacher should establish weekly, quarterly, and semester plans. In addition to weekly assignment sheets given to families, the teacher is expected to have two conferences (15 minutes) each year to communicate to parents so they are well aware of their student's strengths and areas for growth (both academically and behaviorally).

Emphasis should be placed on getting to know the families well, as well as letting them know what is happening in the class and ensuring they understand what is expected on the "satellite campus" (home learning) days. The parents should feel welcome to visit and assist in the classroom.

7. Professionalism - The teacher is to consistently and joyfully demonstrate pride in The Oaks by his/her work, punctuality, speech, attitude, dress, attention to duties, and commitment to student and family confidentiality.