

CSAGH

Christian School Association of Greater Harrisburg



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WSCA Computer Teacher (Part-time)

Reports To: School Principal

Status: Part-time

Classes: 1st-8th Grade Computer

General Job Description: The Classroom Teacher should create a classroom environment that is conducive to learning, encourages academic excellence and spiritual commitment. The Classroom Teacher is responsible to provide spiritual leadership to the students entrusted to their care. Their lessons and activities integrate biblical principles while exceeding academic standards. The teacher will provide differentiated instruction to meet students' needs utilizing best practice teaching strategies. He or she will perform both formative and summative assessments, track grades, provide feedback to students, and communicate effectively with parents and administration.

Qualifications & Qualities:

- Born-again believer in Jesus Christ, regular attendance at a Bible-believing and preaching church that stands in agreement with the CSAGH Statement of Faith
- Agrees with Articles II, III and XII, section 1 of the Constitution of the Christian School Association of Greater Harrisburg, Pennsylvania
- Possesses a clear philosophy, passion, and pursuit of excellence for Christian Education and CSAGH's vision
- Bachelor's Degree or higher in Education preferred
- State teaching certificate in specific content area
- ACSI certification or ability to obtain ACSI certification
- Teaching experience with Lower and Middle School Level age groups
- Demonstrates the aptitude for teaching a wide range of computer courses at the Lower and Middle School Level, including but not limited to typing, researching, Microsoft Office Suite, coding, website creation, photo/video editing, etc.
- Self-motivated, energetic, organized, flexible individual who desires to relate, nurture, and minister to children
- Must be a person of spiritual maturity with academic abilities and leadership qualities
- Displays strong interpersonal skills, written and verbal communication skills, and organizational skills
- Fosters healthy relationships with students, parents, co-workers and administration
- Willing to engage in professional development training as needed

- High degree of skill with Microsoft Office Suite
- Experience using student learning management system software (i.e. RenWeb, Capterra, Infinite Campus, etc.)
- Current Pennsylvania Department of Education employment clearances: FBI Fingerprint/ Act 114 Federal Criminal Background Check, Act 151 State Child Abuse Background Report, Act 34 PA State Police Background Clearance

Duties and Responsibilities:

- Integrate biblical principles and the Christian philosophy of education throughout the curriculum and activities.
- Plan, prepare and deliver lesson plans and instructional materials that facilitate active learning
- Prepare, administer, and grade tests, classwork, homework and projects to evaluate students' performance
- Prepare students for later grades by encouraging them to explore learning opportunities and to persevere with challenging tasks
- Use relevant technology to support and differentiate instruction
- Maintain a positive classroom environment
- Possess classroom management skills
- Observe and evaluate student's performance and development
- Encourage and monitor the progress of individual students and use information to adjust teaching strategies.
- Advises parents and/or legal guardians of student progress for the purpose of communicating expectations; student's achievements; developing methods for improvement and/or reinforcing classroom goals in the home environment
- Maintain accurate attendance and gradebook records

Abilities:

- Maintains confidentiality of sensitive information
- Writes clearly and informatively; edits work for spelling and grammar; able to read and interpret written information
- Prioritizes and plans work activities; uses time efficiently and sets goals and objectives
- Demonstrates accuracy and thoroughness; looks for ways to improve and promote quality and monitors own work to ensure quality
- Meets professional teacher education requirements of school, district and state

Other Duties:

- Encourage parent and community involvement, obtain information for parents when requested, promptly return phone calls and answer emails
- Participate in appropriate professional activities
- Participate in extracurricular activities such as social activities, sporting events, clubs and student organizations
- Other duties as assigned by supervisor