



Paraprofessional

Qualifications

- Have received Jesus Christ as his/her personal Savior
- Believe that the Bible is God's Word and standard for faith and daily living
- Be in agreement with the school's philosophy of education and Biblical principles
- Be a Christian role model in attitude, speech, and actions towards others
- Attend an evangelical church that has a Statement of Faith that agrees with the school's statement of faith
- Show by example the importance of Scripture study, prayer, witnessing, and unity in the Body of Christ
- Have the spiritual maturity, academic ability, and personal leadership qualities to "train up a child in the way he should go"
- Keep proper discipline in the classroom and on the school premises or in a leading environment
- Maintain a clean, attractive, well-organized room that reflects biblical principles and the school's statement of faith
- Plan broadly through the use of quarterly, semester, and yearly plans and create objectives that are written to fit the curriculum objectives of the school
- Plan a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students, challenging each to do his/her best work
- Utilize valid teaching techniques to achieve curriculum goals within the framework of the school's philosophy
- Employ a variety of instructional aids, methods, and materials that will provide for creative teaching to reach the whole child: spiritual, mental, physical, social, and emotional
- Plan through approved channels the balanced classroom use of field trips, guest speakers, and other media
- Use homework effectively for drill, review, enrichment, or project work
- Assess the learning of students on a regular basis and provide progress reports as required.
- Maintain regular and accurate attendance and grade records to meet the demands for a comprehensive knowledge of each student's progress
- Keep students, parents, and the administration adequately informed of progress or deficiencies and give sufficient notice of failure
- Recognize the need for good public relations. Represent the school in a favorable and professional manner to the school's constituency and the general public
- Develop and maintain rapport with students, parents, and staff by treating others with friendliness, dignity, and consideration
- Follow the Matthew 18 principle in dealing with conflict with students, parents, staff, and administration
- Seek the counsel of their administrator, colleagues, and parents while maintaining a teachable attitude
- Attend and participate in scheduled devotional, in-service, retreats, committee, faculty and parent-teacher functions
- Know the procedures for dealing with emergency situations

- Inform the administration in a timely manner if unable to fulfill any duty assigned. Prepare adequate information and materials for a substitute teacher
- Recognize the role of parents as primarily responsible before God for their children's education and be prepared to assist them in that task
- Demonstrate the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality
- Meet everyday stress with emotional stability, objectivity, and optimism
- Maintain a personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy
- Use acceptable English in written and oral communication. Speak with clear articulation
- Respectfully submit and be loyal to constituted authority
- Notify the administration of any policy he/she is unable to support
- Refuse to use or circulate confidential information inappropriately
- Place his/her teaching ministry ahead of other jobs or volunteer activities
- Make an effort to appreciate and understand the uniqueness of the community
- Have a satisfactory background check

Education & Experience

- Bachelor's Degree or higher
- Certified by GAPSC or ACSI or eligible for certification