



Lower School Teacher – 3rd grade

Summary Job Description

Covenant Day School is seeking an experienced lower school teacher to lead a third-grade classroom. The role includes all aspects of teaching, classroom management, and student/parent interactions. Reporting to the lower school principal, the position is a full-time faculty position with responsibilities that begin in August 2019.

Essential Functions and Responsibilities

Duties Include:

- Developing lesson plans and instructional objectives for classroom learning that align with curriculum.
- Regularly incorporating biblical integration and worldview naturally into teaching content.
- Preparing classroom and other materials for activities; participating and partnering well in grade level team shared planning.
- Selecting instructional resources based on class and individual student needs and in collaboration with other faculty as appropriate.
- Using various technologies to support classroom learning.
- Observing student progress. Assigning and grading class work, tests, and assignments.
- Managing and guiding student behavior. Providing feedback and encouragement to students on their work and progress.
- Communicating with parents regarding student needs and progress.
- Participating in department and curriculum management activities and planning as appropriate.
- Taking advantage of professional development opportunities and keeping up-to-date with developments in appropriate subject areas.
- Having an attitude of Christian service and modeling Christian principles and behavior to students and colleagues.
- Other duties as assigned by the lower school principal.

Qualifications

- Committed follower of Jesus Christ reflecting a desire to serve Him and others in work and life.
- Eager to serve in a Christian learning environment, modeling diligence, perseverance, resilience, patience, courage, and Christian discipleship.
- Bachelor's degree in education required. Teaching experience preferred. Experience teaching Singapore Math preferred.
- Positive attitude and a genuine love for and ability to connect with lower school students.
- Passion for learning, strong classroom management skills, and a willingness to work collaboratively.
- Excellent verbal and written communication skills and ability to communicate effectively and professionally with students, parents, and faculty/staff.
- Ability to represent the school well to others and our community.
- Demonstrated ability to serve with initiative and pro-active approaches.
- Computer skills as applicable for effective teaching.
- Teaching license beneficial.

Please visit <https://www.covenantday.org/about-us/employment> for more information and to submit an application. Instructional staff employed by Covenant Day School are required to subscribe to the Reformed faith as set forth in the Westminster Confession of Faith.



Covenant Day School

Established in 1989, Covenant Day School is an independent, Christian, college preparatory school in Matthews, N.C. that serves approximately 860 students from transitional kindergarten through high school. At Covenant Day, we are committed to assisting the Christian family by providing an education marked by a biblical worldview, academic excellence, and affordability so that students are equipped to be salt and light for God's glory. Students thrive in a nurturing environment where both academic excellence and spiritual training are blended without compromise.

OUR CHARACTERISTICS OF PROFESSIONAL EXCELLENCE

By God's grace, a Covenant Day School Faculty member is:

- **Christ-like:** I embrace a biblically-focused worldview and practice the Christian disciplines of grace. I faithfully love the Lord and all people, particularly my students.
- **Called:** I joyfully embrace my calling as a teacher at Covenant Day School. I emphasize and model the biblical concept of "calling" with my students.
- **Dedicated:** I am dedicated to upholding biblical standards of excellence and accountability. I emphasize these high standards for student academic performance and behavior.
- **Discerning:** I teach to the various learning styles, relate lessons to real life situations, and emphasize the cultural mandate. My students are encouraged to express their opinions, grow through failure, take godly risks, and value lifelong learning.
- **Engaged:** I winsomely engage my students, emphasizing their high value to God and me. I pray for my students, desiring that they see the beauty in following Christ, and that they fulfill their callings before God and mankind.
- **Involved:** I serve and pray for the body of Christ at Covenant Day School. I communicate critical matters in person showing the love of Christ each step of the way.
- **Growing:** I passionately pursue professional growth and gladly share my professional successes and failures with my peers inside and outside our school. I genuinely support my colleagues, administration, the Board of Trustees, and Covenant Day School as a ministry of Christ Covenant Church.