



## PRESBYTERIAN CHRISTIAN SCHOOL

103 W.S.F. TATUM DRIVE, HATTIESBURG, MS, 39401

WWW.PCSK12.ORG

601-599-0444

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### **Presbyterian Christian School - Elementary Teacher**

*Presbyterian Christian School* exists to provide a comprehensive college preparatory education distinguished by a biblical worldview to equip students with the moral integrity, intellectual capacity, and social conscience to impact the world for Christ.

**Job Title:** Elementary Teacher

#### **Responsibilities:**

- Prepare weekly lesson plans utilizing a variety of teaching methodologies to create an engaging and safe classroom setting where all students are held to high standards of critical thinking and subject proficiency.
- Actively work with with other faculty in the department to improve instruction in subject and coordination across subjects.
- Complete progress and grade reports for each student in a timely manner using school guidelines and keep detailed records of each student’s progress to substantiate reports.
- Incorporate technology in meaningful ways in your instruction and learning.
- Keep an accurate record of attendance and tardies for each student.
- Formulate and keep an emergency lesson plan for unexpected absence.
- Clearly and compassionately communicate with students and parents. Keep accurate record of communications.
- Attend school events outside of regular school hours to contribute to the ministry and life of our school and the students we serve.
- Dress in a professional manner and keep classroom neat and pleasant.
- Work as a member of the larger PCS instructional team on additional extraneous tasks to better the life and work of the mission of our school.
- Perform other duties as assigned.

#### **Critical Performance Competencies:**

- Flexible and adaptable in dealing with new, different or changing requirements
- Strong leadership, relationship-building, and mentoring skills

- Effective in handling multiple concurrent tasks
- Proficient in industry standard technology programming and willingness to adapt and learn as our school grows and improves
- Excellent oral and written communication skills
- Ability to communicate effectively with students, families, colleagues, and administration
- Adherence to Biblical standards in all areas of conduct, living a life unto the glory of God both at work and away from work
- Ability to physically perform tasks as required
- Attention to accuracy, confidentiality, details, and deadlines
- Ability to work collaboratively with individuals and groups
- Ability to attend events on the weekend and evenings as needed
- Hold self and others accountable to accomplish results

**Qualifications:**

- Bachelor's degree or higher in the field related to teaching assignment is preferred
- Credential in the field related to teaching assignments preferred
- Training or experience in education is preferred
- State teaching certification or willingness to earn alternate MAIS teaching certification is required

***Interested parties should send in a PDF of their resume and PDF of their cover letter to Human Resources (HumanResources@pcsk12.org).***