



Job Title: Lower School Teacher

Status: Full-time position for the 2022-23 school year

M, T, Th, F from 7:30am-3:30pm and Wednesdays from 7:30am-4:00pm

Instructional Day: 8:00am-3:00pm

Prepared by/Date: JD Zubia / March 2022

Position Summary

Palmetto Christian Academy is seeking a full-time Lower School Teacher (grades K-5) for a number of open positions that have become available due to the increase in enrollment. The candidates will demonstrate a strong, personal relationship with Jesus Christ, a passion for students, and an understanding of the principles and methodologies of effective teaching.

Primary Responsibilities

- Planning, creating, and implementing lessons that promote an engaging, positive, and interactive learning environment.
- Prepare, administer, and evaluate tests and classroom assignments following curriculum guidelines
- Work closely with Director of Curriculum & Instruction to deliver approved curriculum
- Work closely with Director of Curriculum & Instruction to review textbooks
- Perform administrative duties under the direction of the Lower School Principal to include grading, discipline, attendance, dress code management, and lunch/hall/dismissal supervision.

Qualifications and Requirements

- Possess a Bachelor's degree or higher in elementary education from an accredited university and have a minimum of two years of experience in teaching lower school students, preferably in a Christian School environment.
- Possess or be working toward an ACSI or state certification.
- Must have a credible profession of faith and testimony, and be actively involved in a local church, as this person will serve as a role model in attitude, speech, and actions for the school community.
- Must be able to articulate his/her Christian worldview and philosophy of Kingdom education
- Able to implement policy and procedures of the Spanish department and school.
- Must possess strong communication and interpersonal skills.
- Must attend faculty meetings, professional development seminars, and devotions.
- Must be proficient with MS Office Suite and/or Google Workspace
- Must have familiarity or willingness to learn Blackbaud software for student management

Candidates must be in agreement with the PCA Statement of Beliefs which can be found [HERE](#) and must demonstrate a strong, personal relationship with Jesus Christ.

If you believe you are qualified, we invite you to [complete an online employment application](#).

Organizational Status

This position reports to the Lower School Principal.