



Job Description: Spanish Teacher

PAY: Salary, TBD

SHIFT: Tuesdays 8:30 am -3:30 pm

EMPLOYEE TITLE: Spanish Teacher

STATUS: Part Time

SUPERVISOR: Head of School & Vice Principal

Job Description: Spanish Teacher

Tuesdays: 8:30 am - 3:30 pm

Mission & Model of HOPE Christian Academy:

HOPE Christian Academy is a private, preschool-8th, non-denominational Christian school that specializes in partnered education utilizing a hybrid combination of classroom and remote learning. Teachers introduce new concepts in the classroom setting on Tuesday, Thursday, and Friday each week and prepare remote learning assignments to be supervised by parents each Monday and Wednesday. Professional teachers partner with families to provide academic training and spiritual guidance to students. This unique educational model promotes academic success, spiritual growth, a close community, and a family-friendly environment.

Job Summary

We are looking for a passionate and knowledgeable Spanish Teacher to join our faculty. Our ideal candidate can speak and write fluently in Spanish and can get students excited about learning the language in the classroom. You will develop a well-rounded curriculum that enables students to read and write in Spanish, as well as speak both formally and conversationally. Cultural studies should be integrated throughout the curriculum to give students perspective on the history and development of the language. Every teacher at HCA is expected to live a Christ-like life and be a role model as outlined in the Bible. Teachers are responsible to accomplish the unique mission of the school in collaboration with fellow instructors.

Required Spiritual Qualities

It is expected that every HCA teacher will ...

- Believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God—our standard for faith and practice.
- Acknowledge Christ as Savior and seek to live life as His disciple.
- Demonstrate a desire for spiritual growth as evidenced by his or her prayer life, Bible study, Scripture memorization, spiritual outreach to others, and unity in Christian fellowship.
 - Be a Christian role model in attitude, speech, and actions toward others (Luke 6:40), including being committed to God's biblical standards for sexual conduct.

- Share the Christian faith with other people.
- Have a Christ-centered home.
- Actively participate in a local Bible-believing church.
- Believe and actively support the school's statement of faith (see HCA website).
- Evidence of the fruit of the Spirit in dealing with people.
- Have a conviction that God has called him/her to Christian school ministry.
 - Motivate students to accept God's gift of salvation and grow in their faith.
 - Lead students to a realization of their self-worth in Christ.
- Reflect the purpose of the school, which is to honor Christ in every class and in every activity.
- Maintain high standards of ethics, honesty, and integrity, in all personal and professional matters.
- Follow the Matthew 18 principle in dealing with conflict with students, parents, staff, and administration.

Required Personal Qualities/Functions

It is expected that the HCA teacher will ...

- Recognize the role of parents as primarily responsible before God for their child's education and will assist them in the task.
- Have the spiritual maturity, academic ability, and personal leadership qualities to "train a child in the way he should go" (Prov. 22:6, NIV).
- Be an enthusiastic visionary, an encourager, and a self-starter with a high energy level.
- Integrate Biblical principles and the Christian philosophy of education throughout each subject's curriculum.
- Plan for class instruction through the use of annual mapping of course objectives, following the scope and sequence of the curriculum, and creating weekly lesson plans.
- Prepare and distribute lesson plans and assignments for remote learning days.
- Respond to emails from parents.
- Manage the classroom and individual students with a firm, grace-filled accountability to high behavioral expectations.
- Teach using best educational practices, utilizing a variety of instructional methods and teaching techniques, to ensure student engagement, regular student assessment and student mastery of the subject material.
- Maintain regular and accurate attendance and grade records on the school management software with efficiency and accuracy. This includes keeping students, parents, and the administration adequately informed of progress or deficiencies.
- Maintain a clean, attractive, well-ordered classroom that is conducive to learning.
- Inform the administration if unable to fulfill any duty assigned. Prepare adequate information and materials for a substitute teacher.
- Meet everyday stress with emotional stability, objectivity, and optimism.
- Understand the importance of discernment, discretion, and confidentiality in the operation of the classroom and school.
- Develop and maintain rapport with students, parents, and staff by treating others with courtesy, patience, friendliness, dignity, respect, and a good sense of humor.
- Recognize her/his mistakes and take measures to correct them.
- Be a collaborative team player.
- Use acceptable English in written and oral communication. Speak with clear articulation.
- Respectfully submit and be loyal to those in authority.
- Maintain a personal appearance that is a Christian role model of cleanliness, modesty, and good taste consistent with school policy.

Required Professional Qualities/Functions

- Hold a Bachelor's degree from an accredited postsecondary institution.
- Hold a current Arizona fingerprint card or the ability to acquire one.
- CPR certified
- Demonstrate strong written and verbal communication skills and a reasonable level of computer literacy
- Possess evidence of other adequate preparation, background, or experience as determined by the Administrator.
- Seek and accept constructive evaluation of her or his own job performance.
- Attend all meetings and professional development during and after school, as requested by the Administrator.
- Encourage students by attending school events as possible.
- Exercises good judgment in dealing with students and parents.
- Able to collaborate and work with a team.

Preferred Qualifications:

- Previous teaching experience.
- Bachelor's degree in Spanish or Spanish culture
- Teaching license
- Fluency in the Spanish language
- Communication skills

Work Hours and Compensation

Teaching position is part-time, one full day a week. The hours are Tuesday, from 8:30 a.m.- 3:30 p.m. Salary is based on qualifications and work experience.

Instructions to Apply:

Attach a single document, which includes: a cover letter and resume (including the names, addresses, emails, and phone numbers of three professional references). Resume should include all employment history, job title, job duties and name of employer for each position. Resume should clearly illustrate how prior knowledge and experience meets the qualifications of this position. Candidates who do not meet qualifications will not be considered. REQUESTED MATERIAL MUST BE IN ONE ATTACHMENT.

Only electronic applications are accepted for this position. Email to: lpitt@hope-eagles.com