



JOB DESCRIPTION

JOB TITLE: Primary School Teacher (PreK-5)

EMPLOYER: Cherokee Christian Schools

TYPE: Regular, Full Time

CLASSIFICATION: Exempt

DEPARTMENT: Primary School

REPORTS TO: Primary School Principal

EFFECTIVE DATE: August 1, 2025

SUMMARY: The Primary School Teacher is responsible for providing a Christ-centered, classical education that nurtures students in both academic excellence and spiritual growth. The teacher will integrate Biblical truth into all subjects while fostering a love of learning through classical methodologies, including Socratic discussion, memorization, narration, and hands-on activities.

DUTIES AND RESPONSIBILITIES:

- Serve as classroom teacher assigned to a Primary School grade (PreK-5).
- Produce effective and engaging lessons that provide direct instruction for all core subjects: arithmetic, phonics, grammar, penmanship, Bible, social studies, science, and enrichment activities.
- Consistently manage a classroom that encourages virtue, facilitates learning, and minimizes folly and misconduct.
- Disciple students in the Christian faith and participate in weekly chapel sessions.
- Perform other related duties as assigned by the Primary School Principal.

QUALIFICATIONS:

- Bachelor's degree required; Master's degree preferred.
- Commitment to excellence and high standards in teaching and classroom management.

- Experience and/or familiarity with classical education methods strongly preferred.
- Ability to work collaboratively with professional colleagues in furtherance of the educational interests of students.
- Excellent written and oral communication skills when interacting with students, parents, and colleagues.
- Ability to manage priorities and workflow in a fast-moving classroom environment.
- Versatility, flexibility, and a willingness to work within constantly changing priorities with enthusiasm.

COMPETENCIES:

Adaptability

Accepts criticism and feedback. Adapts to changes in the work environment. Changes approach or method to best fit the situation. Manages competing demands.

Communications

Exhibits good listening and comprehension. Expresses ideas and thoughts in written form. Expresses ideas and thoughts verbally. Keeps others adequately informed. Selects and uses appropriate communication methods. Communicates and interacts with others in a Christ-like manner.

Continuous Learning

Assesses own strengths and weaknesses. Pursues training and development opportunities. Seeks feedback to improve performance. Shares expertise with others. Strives to continuously build knowledge and skills. Demonstrates an ongoing commitment to deepening personal faith and Biblical witness.

Student & Parent Relations

Displays patience, pastoral concern, and respect in dealings with students and parents. Effectively manages difficult or emotional situations. Meets commitments. Responds promptly to student and parent needs. Promptly records grades and other assessment data for student and parent access.

Problem Solving

Develops alternative solutions. Gathers and analyzes information skillfully. Identifies problems in a timely manner. Resolves problems in early stages. Works well in group problem solving situations. Consistently applies Biblical principles to workplace issues and interpersonal relationships in the workplace.

Teamwork

Balances team and individual responsibilities. Contributes to building a positive team spirit. Exhibits objectivity and openness to others' views. Gives and welcomes feedback. Puts success of team above own interests. Provides a commendable Christian witness to colleagues, students, school families, and others.