



**Kingdom
Connection
Academy**

Elementary Teacher (Grades K-6th)

Kingdom Connection Academy, located in the small beautiful rural community of Van Wert, Ohio, seeks a qualified Kindergarten, 1st Grade teacher, 2nd grade teacher, 3rd grade teacher, 4th grade teacher, 5/6th grade teacher. Kingdom Connection Academy is a new Christian school opening in August 2025. This is a new start up Non-public Charter School. We promote small class sizes, intentional parent partnership, a rigorous curriculum, integrated Biblical worldview training, and high student expectations. Come and join a great team and help us develop World Changers! The following are anticipated duties and responsibilities for an elementary teacher at Kingdom Connection Academy:

Spiritual and Character Formation

- Model a Christ-centered life, demonstrating a personal relationship with Jesus Christ and integrating biblical principles into all aspects of teaching and classroom management.
- Foster spiritual growth in students through prayer, Bible study, and encouraging participation in chapel services and other faith-based activities.

Instructional Responsibilities

- Develop and implement lesson plans that align with the school's curriculum and Ohio state standards, incorporating a biblical worldview across all subjects.
- Utilize effective teaching strategies to meet the diverse learning needs of students, including differentiated instruction and formative assessments.
- Maintain accurate records of student progress, attendance, and behavior, and communicate regularly with parents regarding their child's academic and spiritual development.

Classroom Management

- Create a positive, nurturing classroom environment that promotes respect, responsibility, and a love for learning.
- Implement classroom management strategies that align with the school's philosophy of redemptive discipline, aiming for restoration and growth.

Professional Development and Collaboration

- Participate in ongoing professional development opportunities to enhance teaching skills and stay current with educational best practices.
- Collaborate with colleagues, administrators, and parents to support student learning and contribute to the school's mission.
- Be a part of a fun Team that wants to make a difference in student's lives.



**Kingdom
Connection
Academy**

Community Engagement

- Engage with the broader school community, including attending school events, participating in outreach activities, and building relationships to support the school's mission.

Skills

- Proficiency in Microsoft Office Suite
- Proficiency in Google Suite tools (e.g. Google Drive, Google Classroom, etc.)
- Professional attitude and appearance
- Excellent written and verbal communication skills
- Ability to be resourceful and proactive when issues arise
- Excellent organizational skills
- Multitasking and time-management skills, with the ability to prioritize tasks
- A fundamental understanding of phonics and teaching students to read.
- Precise verbal and written instruction abilities
- Patience and emotional management skills for dealing with students of assorted ages and abilities

These responsibilities reflect the expectations commonly held for elementary teachers in Christian school settings. For the most accurate and detailed information, it's recommended to contact Dennis Shaffer at dennis.shaffer@kingdomconnectionacademy.com.



Kingdom Connection Academy

Supervisor: Dennis Shaffer – Head of Schools

Evaluation: Head of Schools

Recruitment and Selection:

All applicants must complete an application stating their background of training and experience in addition to personal and professional references. Applications and resumes must be submitted to the KCA Head of Schools for the purpose of checking personal references. Criminal and credit checks are required for all employees, full or part-time. No applicant shall be requested to appear for a personal interview prior to receiving a favorable response to personal reference inquiries by the Head of Schools. All expenses connected with obtaining personal credit information and criminal checks relating to an applicant shall be paid by the Kingdom Connection Academy.

Personal Qualifications for Employment:

All employees at the KCA shall be born-again Christians. All employees shall be active members of an evangelical church. All employees shall agree with the stated purposes of the school and the KCA Statement of Faith, KCA Code of Conduct and Affirmation of Service. All employees shall give evidence of good moral character. The Head of Schools of KCA with the counsel of the respective from the KCA board or Trinity Friends Church governors officially all employees of the school. Applicants shall secure and complete a Staff Application that is available at the school's office. The Head of Schools shall initially interview all prospective employees. The Head of Schools shall consult with the President of the Board and the Trinity Friends Head Elder. In all cases, the Head of Schools will make the final decision as to who will be hired as employees.

Professional Qualification for Certification and Appointment:

Teachers shall have a minimum of a Bachelor of Arts or a Bachelor of Science Degree from a recognized college or university. Teachers shall have a valid certificate from A.C.S.I. or make an application within 30 days of their first year of employment.

Spiritual Qualifications for Employment:

1. Has accepted Jesus Christ as personal Lord and Savior (Rom 10:9-10).
2. Demonstrates a conviction that God has called him to become involved in a Christian school ministry (I Cor. 7:21-24).
3. Demonstrates consistent outward evidence of an inward Christian character (I Tim. 4:12).
4. Maintains a regular and contributing involvement in a church, having a doctrine which agrees with the school's Statement of Faith, and which is scripturally sound in its teaching (Heb. 10:24-25).



Kingdom Connection Academy

5. Is convinced of the importance of prayer and a daily time of meditation in the Word of God and actively pursues a relationship with God (Ps. 42:1-2).
6. Demonstrates spiritual maturity, a teachable spirit and has a clear conscience before God and man (Titus 2:2-8).
7. Has a workable knowledge of the Word of God, knowing how to feed himself spiritually (I Tim. 4:7).

Family Home Life Qualifications for Employment:

1. Must meet the qualifications of I Tim. 3:8-13.
2. Possesses a submissive spirit with respect to God-given authority within the home.
3. Demonstrated a conviction to fulfilling the responsibilities to one's spouse as outlined in Ephesians 5:22-32 and views marriage as a reflection of the relationship between Christ and His Church.
4. Men: Demonstrates an understanding of his life under Christ's authority and responsibility for the leadership and care of the family. His family unit is to provide a positive testimony for Jesus Christ (I Tim. 3:4-5).
5. Women: Demonstrates an understanding of her life under her husband's authority and genuinely reverences him; is responsible to him for the way she orders her household and cares for the children (Eph. 5:22-32).
6. Children: Each faculty/staff member having qualified children shall have them enrolled in an elementary or secondary Christian school unless approved by the Head of Schools.

Teacher Conduct Outside the Classroom:

Teachers are expected to always exhibit exemplary conduct. Not only should their lives bring honor and glory to the Lord at school, but also at home and wherever else they may go. At no time should a teacher engage in any activity that might become a stumbling block to students, parents, or others of the Christian community. This includes such things as drinking alcoholic beverages, smoking, attending inappropriate movies, or listening to music that is inappropriate.

Faculty Responsibilities and Duties:

1. Said teachers will attend all faculty meetings, or other meetings as directed, and perform other duties that may be assigned by the principal or Head of Schools, without additional compensation. Such things include attending student functions, i.e., athletic events, musicals, drama, etc.
2. The length of the school day shall be fixed by the school, as well as the hours of teaching and duties to be performed. The teacher agrees that, in addition to the regular schoolwork to be performed, he will carry on a program of contacts with the parents of the students, grading, professional development, and any projects necessary to improve their skills.



3. The teacher's duties will involve not only the responsibilities ordinarily incumbent, but also those responsibilities related to the special spiritual ministry to which he or she is called - the training of the child in Christian faith and practices. In a very real sense, therefore, it is the expectation of the board.
4. The teacher agrees to be present and on time for faculty devotions, which begin each school day (7:15 a.m.), and to remain in the building until 3:30 p.m. unless otherwise stipulated in their contract. The teacher also agrees to remain after school for such meetings and conferences as may be called by the school. Teachers are expected to integrate biblical concepts with each subject they teach.
5. The teacher agrees to abide by the regulations set forth in the Staff Handbook and any additions made during the year and to cooperate in every way with the school authorities.
6. The teacher agrees to accept, without reservation (be it mental or verbal,) the school's educational philosophy.
7. The teacher agrees to adhere to I Corinthians 3:16-17, and 6:19-20. Along with Romans 14:13, we interpret this to mean abstinence in use of profane language. The teacher also agrees that the role of the male and female are clearly defined in I Corinthians 11:3. Romans 1:24-32 states that God recognized homosexuals and other deviates as perverted, and because of this willful condition, such cannot be an employee of this School.
8. The teacher agrees to follow the biblical pattern of Matthew 18:15-17, Galatians 6:1 and by a resolve to utilize biblical principles - always presenting a united front.
9. The teacher will avoid highly debatable topics as much as possible, especially as they relate to denominational issues.
10. Attendance at faculty meetings, conferences, meetings with parents, counseling sessions with students, and preparation time are normal duties and may require additional time.
11. No employee of KCA shall engage in activities that would use students of KCA as possible contacts for commercial sales or financial gain.
12. Teachers are encouraged to become involved in civic and community affairs that do not interfere with their employment responsibilities.
13. Teachers shall have the right to inspect their personnel file.
14. The teacher shall have had an opportunity to review and make comments within three working days of any performance review.
15. Teachers are expected to integrate biblical concepts with each subject they teach.

Supervisory Responsibilities of Staff:

1. Continuous Supervision: At no time are students to be left unattended in a classroom or on the playground. Staff members leaving students unattended open themselves and the school to unnecessary charges of neglect that could lead to serious legal problems. Teachers, therefore, must also leave their classroom doors locked when they leave their classrooms.



2. **Playground Duty:** Teachers or other staff will be required to fulfill playground duty one or two times per day. Teachers are to be on the playground at the time appointed for their supervisory responsibility and should avoid conversation or play that would keep them from watching students. Teachers are to enforce playground rules, ensure safe behavior on the playground and discipline misbehaving students.
3. **Field Trips:** The teacher is to assure that field trips are well supervised. They should ask parents to come as chaperons when an activity demands more supervisory personnel than we have school personnel attending. If students return to school after a field trip and the regular after-school supervisory staff have left, the teacher(s) are responsible for staying with students until the last student has been picked up.
4. **Extra-Curricular Activities:** Teachers or other staff supervising students at extra-curricular activities are responsible to ensure that students' behavior is respectful, safe, and represents KCA and Jesus Christ well. After the activity is over, the teacher(s) or staff member(s) responsible are to stay with the students until the last student is picked up.
5. **Time Supervision Begins:** Unless otherwise specified by a principal, teachers or supervisory staff are to come fifteen minutes before a program or activity begins to supervise students arriving for or being transported to an event.
6. **Supervision by Custodians or Non-School Personnel:** At no time are custodians or non-school personnel to be given responsibility to supervise students on their own. (i.e. - A parent cannot be left to supervise other students after an event so a teacher may go home.)
7. **Supervisory Age Requirements:** At no time are students left in the sole care of a supervisor that is not yet twenty-one years of age.
8. **Teacher Ethics and Conduct:** For reasons of building intra-school loyalty, internal problems are to be discussed only between faculty members, the principal or individual parties involved. Principles from Matthew 18:15-18 should be followed to involve only those necessary to resolve a problem. Maintain a professional relationship with parents. Avoid developing a relationship with parents makes you feel that you must treat a student differently because of the relationship. Avoid "talking shop" with parents. Unless you have the parents' written permission, you may not share information from a students cum folder or other private information with anyone outside of KCA professional school community. When talking with parents, say something positive about their children before you discuss problems relating to their child. Please inform and reimburse the school for personal phone calls made from the school phone and for personal use of the copier. Avoid discussion of school problems in the office where parents, salesmen or students may overhear. Never discuss negative aspects of one student in front of another. Avoid socializing with parents and faculty members in the office.
9. **Biblical Integration:** All teachers are expected to integrate biblical principles with their teaching in language arts, science, history, social studies, math, art, music, physical education and any other subject taught at KCA. All subjects are to be taught in a manner consistent with Scripture. However, we do not expect that every lesson will have biblical principles or proof texts to support teaching because the Bible was not written as a comprehensive school subject text.