



FIRST BAPTIST CHRISTIAN SCHOOL

GOD • FAMILY • COMMUNITY

Title: Substitute Teacher

Purpose: To help fulfill the mission of FBCS Kennesaw by teaching and supervising during a teacher's absence.

Qualifications: Must be a Christ-follower who accepts the FBCS Kennesaw Statement of Faith as the doctrinal position of the school. Prior teaching/classroom experience or any experience supervising children is preferred, but not required.

Responsibilities:

- Reports to school lobby to sign in and out each day,
- Carries out a program of study prescribed in the lesson plans left by the teacher.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Maintains a neat and orderly classroom.
- Takes attendance in accordance with school procedures.
- Ensures that students are never left unattended in the classroom.
- May perform duties usually required of absent teacher (e.g., lunchroom duty, hall monitoring, etc.).
- Knows emergency evacuation procedures.
- Interacts in a Christ-like manner at all times. Utilize the interpersonal relationship method of "Matthew 18" as commanded by Jesus Christ.
- Performs other duties as assigned.

Physical Requirements:

- Occasional lifting of 5 to 20 pounds.
- Frequently move about inside campus buildings and outside on the grounds
- Exposure to a variety of childhood and adult diseases and illnesses.
- Occasional exposure to a variety of weather conditions for recess.