



First Presbyterian Academy Greenville, SC

Job Title: Upper School Teacher
Supervisor: Upper School Principal
Subordinate(s): None
Part/Full-Time: Full Time
FLSA Status: Exempt

POSITION OVERVIEW:

Reporting to the Upper School principal, the Kingdom Educator will strive to provide a biblically centric and excellent education to students by pointing the students to Christ as he/she teaches through creating and implementing a flexible program and classroom environment favorable to age-appropriate student learning and development. In doing so, the Upper School Teacher will seek to provide a foundation for future learning and development that is grounded in a Biblical worldview, which develops character in students from varied backgrounds for a lifetime of learning and service.

GENERAL CHARACTERISTICS FOR EMPLOYMENT AT FPA:

- A committed follower of Jesus Christ who loves children and desires to see them walk in the truth.
- Passionate about living out his/her calling through the Christian education of our children.
- Eager to serve in a Christian learning environment, modeling Christlikeness through his/her diligence, perseverance, resilience, patience, courage, and Christian discipleship.
- In agreement with the Statement of Faith and Personal Lifestyle Statement as found on the FPA website (www.firstpresacademy.com) page.
- Devoted to personal and professional excellence and is willing to pursue professional development opportunities that facilitate growth.
- A member in good standing at a local, evangelical church.
- Committed to the goal of giving a good report with regards to the school and community and determined to live out the biblical principles of reconciliation spelled out in Matthew 18 when disagreement arises.

QUALIFYING CHARACTERISTICS:

- Faithful in providing a Christian education marked by the biblical integration of faith and academic content.
- Dedicated to excellence in classroom instruction, holding to high academic standards while meeting the various needs of individual students.
- Purposeful in providing a safe, inviting, interactive and well-managed classroom environment.
- Devoted to excellent communication and understands the importance of effective and professional communication with various constituents such as faculty/staff, administration, students, and parents.
- Committed to maintaining an appropriate degree of confidentiality and professionalism.
- Consistent in the use of technological resources to enhance the educational process.
- Supportive of the whole FPA community and works collaboratively in team-oriented environments with parents, students, fellow teachers, and administrators.

ESSENTIAL DUTIES:

- Attend and participate in faculty devotions, meetings, daily duties as assigned, school-wide events, etc.
- Plan and implement a program of instruction that adheres to the school's philosophy, goals and objectives as outlined in the adopted courses of study.
- Collaborate with other teachers and administrators to improve the learning process for the benefit of the students.
- Make purposeful and appropriate lesson plans for effective teaching strategies and maximize time on tasks.
- Record students' records in order to develop a foundation of understanding regarding each student's abilities and needs.
- Maintain accurate and complete student records.
- Strive to maximize the educational and developmental growth of each student.
- Develop and enforce classroom rules and policies; supervise students in the classroom and at other times
- Utilize a variety/range of student learning modalities in each lesson.
- Utilize diagnostic assessment of student learning on a frequent basis.
- Communicate regularly with parents regarding the classroom updates in addition to individual communication with parents, when necessary, to reinforce positive behavior and to proactively address potential issues.
- Fulfill duties outside of the classroom, including carline, break, lunch, and extracurricular activities

- Perform other duties as assigned by the respective principal.
- Strives to implement best practices and positive character education.

EDUCATION AND EXPERIENCE REQUIREMENTS:

- A minimum of a bachelor's degree in education or field related to courses taught
- Previous experience in a church or Christian school and/or training in biblical integration is preferred, but not required
- Possesses excellent communication and organizational skills
- Ability to understand and use Microsoft Office, Google Suite and other computer programs efficiently

PHYSICAL REQUIREMENTS:

- Must be able to meet physical requirements of the position for purposes of safety.
- Must be able to evacuate students over uneven terrain and in varying weather conditions during emergency situations.
- Must be able to lift 20 pounds at a time
- Ability to sit, bend, stand, as needed in interactions with students.
- Must be able to hear and communicate effectively in order to exchange information, respond to inquiries, and provide clear instructions in person, over the phone, and through other communication methods.
- Must be able to walk throughout the campus effectively and independently.
- Must be able to see and read English text to perform essential job functions.
- Must be able to sit or stand for extended periods.
- Must possess manual dexterity for using a computer and other office equipment.

Note: First Presbyterian Academy is a tobacco-free campus.

Revised 8/29/25