



Plymouth Christian Academy

Secondary Spanish Teacher

Purpose Summary:

The full-time Spanish Teacher for 8th-12th grade uses creative methods to foster a desire for students to learn and grow spiritually, academically, emotionally, and socially. The goal of instruction is to ensure that students accomplish the objectives established by the school for the specific course level. The specific focus is to provide quality instruction with a biblical perspective.

Position Details

Position Type:	Full-Time (9-Month Employee)
Reports To:	Secondary Principal
Work Hours:	7:30 AM – 3:30 PM
Pay:	Salary

Personal Qualifications

In faithful Christian living, the Secondary English Teacher is expected to:

1. Maintain a consistent, daily walk with Jesus Christ.
 2. Be actively involved in a local church whose Statement of Faith aligns with the school's Statement of Faith.
 3. Affirm the Bible as the inspired Word of God and the standard for faith and daily living.
 4. Model biblical principles in attitude, speech, and actions toward others (Luke 6:40).
 5. Demonstrate the importance of Scripture study, prayer, witnessing, and unity within the Body of Christ.
 6. Support and uphold the school's Statement of Faith and Christian philosophy of education.
 7. Exhibit spiritual maturity, integrity, and leadership qualities that nurture and encourage students.
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Qualifications / Skills / Gifts

The ideal candidate will possess:

- Bachelor's degree in Education or related field (English preferred)
- Michigan State Teacher Certification (Secondary English/Language Arts preferred)
- Willingness to obtain ACSI Certification
- Experience teaching AP or advanced-level English courses (preferred)
- Strong knowledge of curriculum development, instructional best practices, and student assessment
- Ability to teach writing, grammar, literature, research, and public speaking skills effectively
- Strong classroom management and student relationship-building skills
- Excellent interpersonal skills with students, parents, staff, and administration
- Strong written and verbal communication skills
- Strong organizational skills and attention to detail
- Commitment to ongoing professional growth
- Flexibility, dependability, and a servant-hearted attitude
- Proficiency with educational technology, including Google Workspace, Learning Management Systems, and Smartboard (preferred)
- A clear calling to serve the Lord through Christian education

Essential Job Responsibilities

The Secondary English Teacher will:

- Model Christ in word and deed, fostering a classroom culture of respect, excellence, and grace
- Provide instruction aligned with PCA curriculum standards and academic goals
- Create weekly lesson plans and prepare materials that support differentiated instruction
- Teach and evaluate student writing, reading comprehension, vocabulary development, and literary analysis
- Integrate a biblical worldview into instruction, discussions, and classroom practices



- Maintain accurate and timely grade reporting, attendance, and student records
- Prepare report cards and meaningful report card comments
- Provide remediation and enrichment as needed to support student growth
- Maintain consistent communication with parents as outlined by school policy
- Be accessible to students for academic support, encouragement, mentorship, and biblical counsel
- Maintain a well-organized classroom environment and instructional materials
- Prepare and maintain an up-to-date substitute teacher folder
- Enforce student expectations, including school dress code and classroom procedures
- Participate in faculty devotions, weekly staff meetings, scheduled team meetings, Professional Development, and Professional Learning Communities
- Attend and participate in designated chapels and begin each day in prayer
- Actively engage in PCA accreditation and continuous improvement initiatives
- Participate in some after-school events that strengthen relationships and build community
- Uphold professional standards of conduct, confidentiality, and dress expectations

Work Environment / Collaboration

This position requires daily collaboration with administration and fellow faculty members and includes participation in parent-teacher conferences, school meetings, and student-related support conversations. The Secondary English Teacher is expected to contribute positively to a unified team culture and support the mission and vision of Plymouth Christian Academy.

Mission Alignment

All faculty members at Plymouth Christian Academy are expected to support the mission of the school by helping students grow spiritually and academically, developing strong character, and preparing them to live purposefully as followers of Christ.

Note: School policy requires that each successful applicant be free of past serious legal infractions as determined through criminal records check with local, state, and federal law enforcement agencies.