

Occasional Teacher

BACKGROUND

Since 1971, Peoples Christian Academy (PCA) Inc. (“PCA”) has been offering education at both the elementary and high school levels. Additionally, PCA operates an Early Learning Centre. PCA is a registered charity under the Income Tax Act (Canada) and is governed by an elected Board of Directors.

MISSION AND VISION

The mission: Peoples Christian Academy is committed to preparing the whole person to reach the whole world for Christ.

The vision: Peoples Christian Academy is a missional school where children are trained in Christ’s ways in order to be placed by Him in their respective mission fields to defend Christian truth and values, serving His purpose for His glory.

SPIRITUAL REQUIREMENTS

Each employee at PCA must have received Jesus Christ as his/her personal Saviour and believe that the Bible is God’s Word and standard for faith and daily living. The employee shall be a Christian role model in attitude, speech, and actions toward others. He/she shall also be in wholehearted agreement with PCA’s Statement of Faith and Core Family Values, and be a member in good standing at a local church that has a statement of faith and core family values in agreement with PCA’s. He/she shall have the spiritual maturity, personal qualities, and professional qualifications to serve the PCA community in his/her role in accordance with these requisite beliefs and values.

JOB PURPOSE AND SUMMARY

PCA desires to build up its team of Occasional Teachers who are Ontario Certified Teacher (OCT) teachers, who are as passionate and purposeful about their Christian faith as they are about working with students and families within a dynamic team and school community.

DUTIES AND RESPONSIBILITIES

- Provide and update contact information to facilitate being offered occasional assignments
- Demonstrate professional courtesy by responding to requests in a courteous and timely manner
- Communicate and confirm details of an accepted assignment with the Vice-Principal (VP)
- Access PCA via Door 1 and report to Main Office between 7:30 am and 7:45 am to sign in
- In place of occasional teacher orientation, the VP will help to familiarize you with the following:
 - school emergency protocols, such as fire drills and lockdowns
 - school policies, such as attendance-taking
 - Daybook and/or assigned timetable, lessons, activities, and scheduled duties as needed
- Develop supportive relationships with PCA colleagues, Main Office staff, and school leaders
- Establish rapport and respect with students for a positive, safe, orderly classroom environment
- Nurture Christ-like character, problem-solving and conflict-resolution strategies with students
- Implement/supplement daybook and/or lesson plan(s) according to teacher and school curriculum
- Compile teacher report, including day/lesson plan progress, discipline, and positive developments
- Possess strong interpersonal, organizational, and verbal/written communication skills
- Embrace and emulate a “wherever-and-whatever-needed” attitude and approach to service at PCA
- Any experience and additional qualifications in working with children with special needs is an asset



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QUALIFICATIONS, EXPERIENCE, CHARACTER, COMPETENCIES

- Ontario Certified Teacher (OCT) or Equivalent: Primary/Junior/Intermediate/Senior
- Additional Basic Qualifications and/or Specialist Qualifications an asset
- Current First Aid, CPR, and AED certification required
- Plan to Protect Abuse Prevention Training beneficial
- Ability to engage young children and/or youth/teens
- Overseas missions/teaching experience respected
- Prior experience with Christian schooling valued
- Excellent interpersonal and communication skills
- Systematic planning and assessment ability
- Flexible and service-oriented
- Passion for the profession
- Collaborative attitude
- Culturally proficient

CONDITIONS OF EMPLOYMENT

- This is a casual position, September to June, with opportunities for short-and-long-term contracts
- PCA is a dynamic, fluid work environment with competing high-priority demands and a fast pace
- Be a member in good standing at a local evangelical church that has a statement of faith in agreement with the PCA Statement of Faith and Statement of Core Family Values.
- The in-person position is based in Markham and candidates must be within a reasonable commute

Interested candidates should apply by sending a cover letter and current resume to: careers@pca.ca with the subject line: "Occasional Teaching Position". In your cover letter, please refer to your Christian faith, and how it influences you both personally and professionally.

PCA welcomes and encourages applications from people with disabilities. While all applicants are thanked for their interest, only those chosen for interviews will be contacted. Also note that as a condition of employment, short-listed interview candidates will be required to submit a police vulnerable sector check dated within 6 months of application.