

Asheville Christian Academy
Upper School Counselor/Bible Teacher

Job Description

The Upper School Counselor/Bible Teacher is a position that will be filled by a man or a woman who has a personal and professional passion for the Christian youth of the next generation. This person must understand and seize the challenges and opportunities presented to Christian youth in this post-modern culture. This person must also understand Christian education as a transformational, life-changing experience that includes the work of the Holy Spirit. And in order for this to happen, this person must have a full and growing understanding of the Gospel and its radical impact for both the believers and seekers in a covenant school. This person will have the training necessary to teach 2 or more Bible classes, and advanced, formal training in counseling related services.

The purpose of the Upper School Counselor/Bible Teacher position is to provide for the particular needs of the upper school student body at Asheville Christian Academy. The end result of this will be that young men and women will grow and mature in the context of a community of grace, forging their identity in Christ and His work. This position will bring the skills and knowledge of teaching, interpersonal relationship skills, organizational and planning skills, Biblical knowledge and integration, knowledge of the culture, trained counseling expertise and a sense of compassion and hope to the young students who attend grades nine through twelve.

The Upper School Counselor/Bible Teacher must be a mature believer who is well-versed in the issues and challenges of today's culture as well as the Scriptures. This person must have a grasp of the Gospel and its impact in culture. This person must be a team player, thoroughly committed to the Academy's mission statement.

This position will include teaching Bible classes, counseling and discipleship, with time remaining for the other responsibilities outlined below.

This position requires someone with a heart for young men and women and a love for both teaching and discipleship.

Reports to: Head of Upper School

Contracted by: Head of School

Directly Supports: Upper School (Adviser for Middle and Lower School)

Scope of Employment

This is an eleven-month salaried position from August 1 through July 30. During the summer months, a flexible schedule is maintained.

Appraisal of Performance

Performance of position responsibilities will be formally evaluated annually by the Head of Upper School according to the guidelines established in the Professional Standards, the annual goals established in conference with the Head of Upper School and the standards set forth in this job description

This position will include teaching Bible classes with time remaining for the other responsibilities outlined below.

Interpersonal Skills

- Establish relationships among the upper school students during school and at school events.
- Encourage students to mature in their faith.
- Establish a forum for students to express their needs and concerns.
- Communicate with parents through the variety of means available, i.e. newsletter, Parent-Partners, phone, email, etc. as needed.

Counseling

- License and/or Master's Degree in Counseling is preferred.
- Be available to students, parents and faculty who seek preventative intervention for a student.
- Provide individual and group counseling to students with identified concerns.
- Implement an effective referral and follow up process for at-risk students.
- Serve as a resource to parents, faculty and staff as to students and family needs.
- Provide referrals for families with ongoing counseling needs.
- Work alongside mental health professionals for consultation and resources.
- Provide counseling and support for families during emergency situations.
- Establish formal, professional contact with parents when encountering serious concerns regarding a student.

Speaking/Instructing

- Teach Bible classes to upper school students. Course topics will include OT/NT, Leadership and Apologetics.
- Provide advice and communication to parents on a regular basis regarding student issues in the current culture.
- Provide input to the Bible curriculum.

Planning/Execution

- Provide leadership and direction to upper school retreats, mission trips and local service opportunities as needed.
- Involve students in mentoring, tutoring and discipleship opportunities within the underclass student body.
- Work with the Dean of Spiritual Formation to coordinate student activities designed to encourage spiritual growth.

Student Culture

- Respond to the student's requests/questions about school standards.
- Challenge our students spiritually by meeting with them in small groups, seeking out those who are struggling with personal and social issues, and making biblical application to vital areas of their lives.
- Mentor and monitor new students. Support their spiritual and social assimilation into the student body.
- Provide leadership and direction for student life at ACA.
- Provide advice, feedback and communication regarding student climate and student issues to the upper school faculty and administration.
Regularly attend student events, activities and games to connect with the student body.