



Thank you for your interest in employment with Arrows Academy! We think what we do is pretty amazing and are excited that you want to join us! Our mission at Arrows is to unite families, to build community, and to encourage academic excellence among the Christian homeschool families of Southern Oregon.

Our Academy is a two-day drop off program designed to partner with parents in the homeschooling of their children. Our director works together with our teachers to choose curriculum and assist teachers in lesson planning. These plans are communicated by the teachers to parents to continue their students learning at home on non-school days. Read more about the Academy at www.arrowschc.com/academy.

The following page has more specifics about our teacher job description. The last page is an employment application.

Completed applications can be scanned and emailed to becky@arrowschc.com or mailed to
Arrows CHC
4589 Griffin Creek Rd
Medford, OR 97501

Please include a cover letter with your application that details your interest in a teaching position with Arrows as well as why you would be a good fit for our Academy.

Thank you!

Becky Abrams

Arrows Director

Teacher Job Descriptions



Our teachers are the heart of our program and we fully recognize the impact they make on our students, parents and staff. Arrows Academy embraces a Charlotte Mason style of learning and requires that all staff read and ponder "For the Children's Sake," a 158 page book by Susan Macaulay. It is our desire that our teachers embrace their calling to the fullest and seize this incredible opportunity to partner with parents in raising up the next generation.

Passionate

Above all, our teachers:

- ...are passionate about sharing their love of learning with the young hearts and minds in their care
- ...love children and they recognize and honor the miraculously unique way that God created each one of them
- ...are one of their students' biggest cheerleaders
- ...can think outside the box and work hard to keep learning fun, hands-on, and interactive for their students

Flexible

Our teachers

- ...are able to think on their feet and re-group as needed due to a variety of factors that often bring changes to schedules, routines, etc.
- ...can modify lessons and/or lesson plans as needed and can also come up with additional material to fill time if needed
- ...can accept change with a positive attitude

Dedicated

Our teachers

- ...are committed to their class and are willing to plan and prepare for class at home as needed
- ...take their responsibilities seriously and make every effort to be present, on-time, and engaged on school days

Creative

Our teachers

- ...enjoy including creativity in the classroom through art, crafts, music and other right brain activities
- ...can be creative by finding the best ways to work within the shared facility we use to help maintain a positive relationship with other teachers
- ...are always on the lookout for better, more efficient ways to accomplish their tasks especially when it comes to maximizing classroom time and lesson planning for parents

Organized

Our teachers

- ...make detailed, yet easy-to-follow lesson plans for our students and their parents to use at home
- ...are excellent communicators and promptly respond to a reasonable amount of emails and phone calls from parents/staff
- ...keep detailed plans and notes for teachers who may follow in subsequent years

Kind/Considerate

Our teachers

- ...show God's love in their words and actions to students, parents and staff
- ...show grace to others and are willing to forgive when wronged
- ...consider others above themselves

Teachers are required to agree with and sign the Arrows Statement of Faith. We pray that our teachers will have a strong walk relationship with Jesus that will spill over into every aspect of their lives and work. Instruction in the Bible is an important part of our classes and teachers need to have a good understanding of God's word and be willing to share that with their students.



Arrows Christian Academy

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Position Applying for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list two professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____