



WESTMINSTER ACADEMY

Grammar School Faculty Job Description

The Position:

Westminster Academy, in Memphis, TN, a classical Christian school of 465 students, seeks both a full-time and part-time Grammar School teacher, to begin in the fall of 2026. Westminster Academy is committed to teaching all truth as God's truth through the lens of Scripture and a Christian worldview.

All employees of Westminster Academy must strive to "love the Lord in front of our students" and make the Christian faith observable in all aspects of the school day and community. This position is a minister of the Gospel in all facets of life at Westminster Academy. He/she is a role model for students and faculty and his/her walk with the Lord should be evident. The Christian mission, vision, and statement of faith of the school must guide the upper school math teacher as he/she interacts with parents, students, faculty, and all those within and outside the Westminster Academy community.

Reports to:

- Head of Grammar School

Works closely with:

- GS Grade Team
- GS Director of Academic Support
- GS Parents and Students
- PSALM Teachers (P.E., Science, Art, Latin, Music)
- Reading Specialist(s)

Specific Responsibilities

1. To inspire students to love learning and teach them effectively by:
 - a. Building relationships and coming alongside students to mentor and coach.
 - b. Modeling and requiring Christian worldview thinking and applications.
 - c. Thoroughly knowing the material that he/she is teaching.
 - d. Engaging and maintaining the interest of the students.
 - e. Speaking in clear and vivid language understood by the student.
 - f. Meeting students' individual learning needs.
 - g. Explaining the unknown in terms of the known.
 - h. Challenging but not exasperating students.
 - i. Creatively planning and executing lessons.
 - j. Focusing on the skills and tools of learning.
 - k. Engaging all the senses and keeping the students active.
1. Not doing the work for the students, but making them accomplish the work of learning.

- m. Enabling students to retain, apply, and integrate knowledge.
 - n. Reviewing and summarizing frequently, fully engaging the students in the review.
 - o. Clearly planning and communicating homework assignments, quizzes, tests, and other assessments.
 - p. Carefully grading what is assigned so that students can learn from both success and mistakes.
 - q. Using Scripture and high quality art and music, where appropriate.
2. To create a classroom culture that reflects biblical standards of godliness by loving students, loving the subject matter, and loving the Lord in front of students. Teachers should create an atmosphere where students are taught to think of others before themselves and live joyfully to the glory of God, seizing every opportunity to model and teach the Gospel.
 3. To build and maintain an orderly classroom environment that reflects the principles of truth, goodness, and beauty.
 4. To maintain the appearance and order/organization of the classroom to create an engaging and scholarly environment.
 5. To joyfully pursue continuing education and professional development and grow in understanding and implementing classical teaching methodologies that are particularly impactful for grammar students (e.g., chants, memorization, reading out loud, repetition, etc.).
 6. To willingly attend and serve at school-sponsored activities, including special events/concerts, meetings, conferences, and other designated activities.