



Job Description - Career and Technical Education (CTE) Teacher

VISION

We envision children transformed by the redemptive power of Jesus Christ and empowered to fulfill all their God-given potential.

MISSION

Our mission is to provide Christ-centered homes and education for children, equipping and inspiring them to fulfill God's plan for their lives.

SUMMARY/OBJECTIVE: The Career and Technical Education (CTE) Teacher is responsible for delivering high-quality instruction in Bethel Christian Academy's Career Readiness program, preparing students with the academic knowledge, technical skills, and professional competencies necessary for success in college, careers, and lifelong learning. The teacher will design, implement, and assess curriculum that aligns with state standards, industry certifications, and workforce needs. This role advances community partnerships to support curriculum development, program instruction, hands-on training, on-site career exploration, and potential employment opportunities.

REPORTS TO: Principal / Education Coordinator

JOB CLASSIFICATION: Exempt

DEPARTMENT: Education

SUPERVISES: not applicable

WORK LOCATION: Primarily on-site at Bethel Bible Village

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develop and deliver rigorous and engaging instruction in the Career Readiness program.
- Prepare lesson plans that integrate academic competencies, technical training, and workplace readiness skills.
- Utilize a variety of instructional strategies, including hands-on labs, simulations, projects, and technology-enhanced learning.
- Monitor and evaluate student performance through formative and summative assessments; provide constructive feedback and targeted support.
- Maintain accurate and timely records of grades, attendance, and student progress.
- Support student attainment of industry-recognized credentials, certifications, and/or dual credit opportunities where applicable.
- Ensure classroom and laboratory environments are safe, organized, and compliant with all regulations and school policies.
- Collaborate with colleagues, administrators, and industry partners to ensure curriculum relevance and continuous program improvement.
- Coordinate with the treatment team to ensure that goals align with treatment plan.
- Build and maintain positive relationships with students, parents, and community stakeholders to promote CTE initiatives.
- Participate in professional development and stay current with instructional practices, emerging technologies, and industry trends

MINIMUM REQUIREMENTS:

Spiritual: Be an active, participating member in a local Christian church. In accordance with the Mission of Bethel Bible Village, we will share the gospel with children in our care, as well as their families, to help them know and respond to the love of God in Christ.

Education/Experience: Bachelor's degree in Education or related CTE field preferred. Relevant instruction experience in academic setting and/or professional certification are required. Background in trauma informed education and teaching nontraditional learners.

Specific Skills/Requirements: Demonstrated knowledge of instructional strategies, classroom management, and student engagement practices. Strong organizational, communication, and interpersonal skills. Commitment to equity, access, and preparing all students for postsecondary and workforce success.

Specialized Knowledge, Licenses, other: Valid state teaching certification and/or licensure in various CTE program areas, or the ability to obtain appropriate certification.

PHYSICAL REQUIREMENTS:

School-based environment, including classroom and laboratory settings. May require extended hours, participation in after-school activities, and coordination with business and community partners. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee frequently stands and walks for long periods of time and is required to reach with hands and arms; balance; stoop; kneel, crouch, or climb. The employee must often lift and/or move up to 50 pounds.

OTHER DUTIES:

Please note that this job description is not designed to cover or contain an exhaustive list of all activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

SIGNATURE:

The employee signature below constitutes the employee's understanding of the requirements, essential functions, and duties of the position.

Employee _____

Date _____