



SKYLINE
CHRISTIAN ACADEMY

Our mission is to partner with parents to promote a Biblically-based, rigorous education to produce critical-thinking leaders who are champions for Christ.

POSITION: Class Assistant – SKYLINE CHRISTIAN ACADEMY
LOCATION: La Mesa, CA – Rancho Campus

THE ROLE: Skyline Christian Academy is a Homeschool-Hybrid program. Class Assistants should have a passion for working with children as we encourage children to grow in a learning environment. Assistants are responsible for supporting the teacher in providing a quality education for all students. Assistants will work together in a spirit of camaraderie to model the mission and vision of Skyline Christian Academy on the Skyline Church campus and within the community. Assistants will support program learning outcomes and maintain an attitude of excellence and Christian character as Academy support staff.

As a homeschool hybrid program, a credential is not a requirement. However, some experience working with students in a learning setting, and the drive and motivation to provide a high-level learning experience for all students is expected. The Class Assistant will be a staff member of Skyline Christian Academy (SCA), which is a ministry of Skyline Church.

RESPONSIBLE FOR:

1. Modeling Biblical Priorities

Responsible for upholding Biblical priorities and core values of Skyline Church. Skyline Christian Academy staff should represent a growing personal relationship with Christ. Assistants model a strong relationship with his or her spouse (if married) and children (if applicable). Assistants strive to fulfill his or her purpose while demonstrating integrity in words, relationships, and actions. These objectives are accomplished by:

- Committing to a daily quiet time with God.
- Setting appropriate boundaries to protect character and integrity.
- Developing personal evangelism opportunities with your oikos outside the church.
- Supporting the ministries of Skyline Church by faithfully giving at least 10% of gross income.
- Adhering to and encompassing the qualities and characteristics required of Skyline Church employees, as defined by the Staff Handbook and Core Identity Book.
- Lead with a servant's heart, demonstrate genuine care and concern, while acting with humility and integrity when encouraging the efforts of all team members (1 Peter 5:1-4).



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2. Position Responsibilities: Assistants are expected to attend staff trainings, follow a calendar and lesson plans, accomplish weekly lesson objectives, manage the classroom, encourage productive behavior, and meet all requirements and expectations of the Skyline Lifestyle Policy Agreement. Directors will observe, mentor, and provide feedback for teachers to create a stellar reputation within Skyline Christian Academy.

All class assistants are responsible for the following:

- Support the teacher's long-range plans and monthly assignment calendars.
- Support the teacher's daily lesson plans that incorporate a Biblical worldview.
- Actively support teachers and maintain an awareness of students needing assistance.
- Use a variety of teaching methods to help students access the information as directed by the classroom teacher.
- Support a positive, productive, engaging classroom environment.
- Assist with opening and closing classroom setups as needed.
- Maintain and care for Academy equipment and supplies.
- Attend scheduled staff trainings and be familiar with BJU Press curriculum.
- Maintain close communication with assigned teachers and Academy Directors.
- Follow the expectations expressed in the Skyline Lifestyle Policy Agreement.
- Support and model a Christian Walk with students, parents, and teachers.
- Encourage positive relationships throughout the Academy and Skyline Church.

QUALIFICATIONS:

- Able to successfully accomplish all position responsibilities.
- Maintains Child CPR and First Aid Certifications (certifications will be provided prior to the start of the Academy year).
- Background check and Live Scan Fingerprinting are required as part of the pre-employment screening.



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