



**Take ACTION**

## **Faith Academy Teachers And Staff (1+)**

***DEPARTMENT: FAITH ACADEMY***

***PLACE OF SERVICE: Cainta, Manila, Philippines***

***DATE REVISED: September 2009***

### **PURPOSE OF THIS POSITION:**

To fulfill one of the teaching positions as listed in updated publications of the needed Faith Academy Personnel notices.

### **LIST OF RESPONSIBILITIES:**

1. To teach assigned courses and/or grade level per description.
2. To develop/teach the curriculum under direct supervision of the school principal or administrator.
3. To evaluate student learning progress and to advise the parents and school administrators involved.
4. To supervise, as assigned, the school extra-curricular activities.
5. To support the moral and spiritual-life standards of the school and Jesus Christ by encouraging the students to practice these in their conduct.
6. To participate in all required faculty and school activities.
7. To participate in all required general ACTION activities; i.e. Field Annual Conference, team meetings, prayer meetings. (These will not conflict with Faith Academy's academic year.)

### **PRE-FIELD PREPARATIONS:**

1. College/university/Bible school or applicable professional/vocational training as appropriate for this job description.
2. Biblical studies must include at least one year of Bible courses or the equivalent.
3. Must demonstrate a comprehensive knowledge of mission's perspective through selected readings.
4. Complete an approved pre-field orientation course equivalent to the course being offered currently by Missionary Internship.
5. Four-year degree minimum (with current teaching credentials).

### **Technical Experience:**

1. At least one year of experience in a related field for this job description.
2. Two years of teaching experience as specified by your teaching credential.

### **Christian Service Experience:**

1. Must have one or more years of part-time local church Christian service experience in general outreach or discipleship/teaching ministries. Christian service experience through para-church organizations will be accepted.



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### **ON-FIELD TRAINING PREPARATION:**

1. Must complete all required field orientation.
2. ACTION field ministry service exposure may be assigned prior to entry of this job description (such as street evangelism, community development, or local church-development assistance.

### **PREFERRED PRE-FIELD EXPERIENCE:**

EDUCATION (Degree): Suggest a BA degree in business or organizational administration.

BIBLE TRAINING: At least one year of training in Bible survey courses and personal evangelism.

TECHNICAL PROFICIENCY: Foreign language ability may be helpful, but not necessary.

EXPERIENCE: At least two years experience in position applying for that preferably includes administrative secretarial duties

LENGTH OF SERVICE: Minimum of 1 year. Prefer 4-1/2 years to career service.

OTHER: We highly recommend that the applicant for this position attend Missionary Internship's Pre-field

Orientation Course before coming to the field.

ACTION Philippines 2009-2010 Personnel Needs List  
Updated September 2009