

St. Philip's Academy

2026-2027

Grammar School Teacher Job Description



Job Title: Grammar School (3rd-6th) Teacher

Status: Full-time, salaried

St. Philip's Academy is a Christian school in the classical tradition launching its inaugural classes of K5 through 5th grade in 2026-2027. We will add a grade each subsequent year through 12th grade. Our location is in the heart of downtown Charleston, SC in a beautiful, fully renovated 15,000 sq ft building on the historic campus of St. Philip's Church, a national historic landmark whose congregation dates back to 1680. In seeking excellence in all things, we aim to recruit the best teachers who are well-acquainted with classical education and who will make disciples and life-long learners in a joyous, reverent, and diligent community.

Mission Statement: The mission of St. Philip's Academy is to cultivate academic excellence through a classical Christian education, to inspire students to love and honor God and neighbor, and to prepare them to be principled leaders and citizens who serve others as ambassadors for Christ.

School Motto: *Omnia Christi Gloriam* or "All things for the glory of Christ."

Qualifications:

- Love for God, love for neighbor, and love of learning
- Derives great joy from teaching and has skill working with beginning learners
- Well-organized, well-rounded, engaging, and possesses the ability to interact joyfully with students, parents, and colleagues
- Commitment to furthering the classical mission and vision of the Academy including your own ongoing education in classical pedagogy
- Ability to exercise wise judgment and prudent decision making
- Familiarity with or willingness to learn Latin
- Bachelor's degree

Job Summary: Teachers are responsible for the classical education of their students. As examples to their students, teachers are expected to demonstrate high moral character and embrace the virtues of a classical education. Teachers will work full school days, for the entirety of the school year, and are expected to attend teacher training and in-service work days. Teachers are employed at-will and operate as professionals within the guidelines established by the Board of Visitors, Administration, and mission of St. Philip's Academy.

The major requirements of St. Philip's Academy Elementary Teachers are below (but not limited to):

1. **Spiritual Leadership** - Teachers are expected to be spiritually mature, growing in spiritual disciplines, and consistently exude Christian character, spiritual virtue, and biblical wisdom. Teachers must, regardless of denominational affiliation, be faithful disciples of Jesus Christ and view education as inextricably tied to the Great Commission to make disciples (Matthew 28:18-20). Teachers are expected to possess and instruct from a biblical worldview. Regarding theological differences, the teacher is expected to adhere to the expression "in essentials unity, in non-essentials liberty, in all things charity." The teacher is expected to maintain a spirit of "peace"

and “unity” within the larger staff body, not tolerating any attitudes of divisiveness within the staff.

2. **Classroom Management/Environment** – The teacher is expected to maintain a neat, organized, clean, and stimulating classroom environment for his students. This implies that the students will take an active part in cleaning and maintaining their room’s appearance. The teacher should set up simple, manageable class routines to accomplish basic tasks, taking attendance, daily cleaning schedules, materials storage and distribution, etc.
3. **Lesson Preparation and Presentation** – The teacher should have a thorough knowledge of and interest in the subjects he is assigned to teach. These will normally include: Bible, read-alouds, recitation, poetry memorization, mathematics, nature studies, phonics, history, geography, handwriting, fine artists and music composer studies. *The Seven Laws of Teaching* – as set forth in the work of John Gregory by the same title, must be regularly and thoroughly implemented into lesson plans, and should be evident in the classroom.
4. **Classroom Decorum and Discipline**—The teacher should be very familiar with and able to apply the spirit, as well as the letter, of the school rules. An orderly, calm, and joyful atmosphere is to be the norm. Students should be aware of the class and school rules, and be encouraged to exercise self-discipline, and form habits necessary for learning and spiritual growth. The teacher is expected to diffuse and deal with the vast majority of corrective discipline situations within his classroom.
5. **Student Learning**—The teacher should seek to stimulate and maintain the student’s interest in the material. A variety of techniques (in addition to formal testing) should be used to measure the student’ progress: recitations, chants, songs, acronyms, summaries and reviews, illustrations, applications, demonstration, comprehension checks, and inductive questions. The grammar school curriculum guide is to be used as the basis for measuring the overall progress of the class and individual students. The teacher will need to prepare and present narrative report cards regularly to the parents and administration for formal and informal assessments.
6. **Planning and Communication**—The teacher’s weekly and quarterly plans should reflect creativity and a good use of class time. The Curriculum Guide should be used to establish weekly, quarterly, and semester plans.
7. **Professionalism**—The teacher is to consistently and joyfully demonstrate pride in St. Philip’s Academy by his work, punctuality, speech, attitude, dress, and attention to duties.

Compensation, Benefits and Hiring:

Pay is highly competitive and commensurate with experience and qualifications. Benefits and retirement offered as well. Children will receive enrollment priority if a parent is a full-time employee at the time of enrollment. All employees will be required to pass background checks.

Application Process

Teachers can apply at www.stpacademy.org/employment. Interested persons should begin by filling out the online form and submitting a résumé of applicable experience and training. Please email any questions to stpacademy@stphilipschurchsc.org.