



A *love* for God.
A desire to *learn*.
A commitment to *serve*.

Job Description

Middle School Student Advocate (MSSA)

Thank you for your interest in San Jose Christian School. Our mission is to advance the kingdom of God by providing exceptional teaching and curriculum fully integrated with Biblical perspective. Within our committed Christian community, we live to engage and transform culture for Jesus Christ.

At San Jose Christian School, we teach students to develop a Biblical worldview where they are discerners and world-changers. We infuse faith into every aspect of our curriculum and challenge students to make a difference in their world, even now as students. If God is calling you to be a part of our mission and our team, we would love to get to know you better.

We are currently seeking an individual to fill a role for the MSSA (Middle School Student Advocate) role. The MSSA provides additional support for students with individual academic success plans. The MSSA works with students, parents, and teachers to create and implement the individual academic success plan and to implement accommodations in the classroom.

This position is part-time. Below you will find the preferred qualifications, a job description summary, and how you can apply for the position.

Preferred Qualifications:

- Bachelor's degree, or higher
- Current teaching certificate
- Classroom teaching experience
- Personal testimony and commitment to Christian faith
- Commitment to SJCS Statement of Faith, SJCS mission, and SJCS core values
- Commitment to faith integration (SJCS Throughlines) in all lessons and roles

Job Description Summary:

- Model an exemplary Christian walk in speech and action
- Treat each child as uniquely gifted by God
- Along with classroom teachers, complete forms for potential MSSA students
- Create documents for each MSSA student to include background information and individual academic success plans

- Document parent / student / teacher conferences and observations in organized Google Drive files following the historical pattern
- Serve as contact person for parents regarding Grades 6-8 accommodations
- Serve as a liaison between parents, teachers, and students
 - Personally check in with MSSA students *weekly* at the start of the year and *monthly* during the remainder of the year
 - Train MSSA students toward strong study skills and self-advocacy
 - Assist teachers or students with writing assignments in the classroom
 - Provide best practices, support, and training to both students and teachers
 - Assess how well accommodations are working and determine needed changes on a quarterly basis
 - Assist teachers with testing accommodations such as readers or scribes (or gather parents volunteers to do so)
 - Observe students and teachers to provide feedback
 - Communicate with teachers regarding MSSA students at MS Division meetings
 - Attend all MS Division meetings
 - Communicate with Learning Center Director on a regular basis

Salary Range: \$20-\$30/hr

How to Apply

1. Complete the Application for Employment digitally or on paper.
2. Complete and/or collect all Supplemental Materials listed on the Application. This will include questions to get to know you better and a Clergy Recommendation to be completed by your pastor or an appropriate church staff member.
3. Once completed, send your finished Application, Resume, and all Supplemental Materials to the Teaching Principal, Jen Baham, at jbaham@sjchristian.org.

Once we receive your Application, Resume, and Supplemental Materials and your pastor's Clergy Recommendation, we will review and contact you regarding next steps. If you have any questions, you may contact the Teaching Principal, Jen Baham, at jbaham@sjchristian.org.

We look forward to hearing from you!

SAN JOSE CHRISTIAN SCHOOL

Developing a *love* for God, a desire to *learn*, and a commitment to *serve*.