



POSITION: Part-Time Guitar Teacher
SUPERVISOR: Principal

STATUS: Exempt
DATE: March 2026

Job Summary: The Part-Time Guitar Teacher at Coulee Christian School is responsible for providing high-quality music instruction in a Christ-centered environment. This individual will teach foundational and intermediate guitar skills while encouraging students to develop their musical abilities for personal growth and worship.

Required Spiritual Qualities

It is expected that the Guitar Teacher will:

- Acknowledge Christ as Savior and seek to live as His disciple.
- Believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God, our standard for faith and practice.
- Believe and actively support Coulee Christian School's **Statement of Belief**.
- Demonstrate a desire for spiritual growth as evidenced by his or her prayer life, Bible study, and spiritual outreach to others.
- Be a **Christian role model** in attitude, speech, and actions toward others. This includes being committed to God's biblical standards for personal conduct, marriage, gender identity and sexuality.
- Demonstrate evidence of the fruit of the Spirit when interacting with others.
- Actively participate in a local Bible-believing church and share faith with others.
- Have a Christ-centered home.

Required Professional Qualities

It is expected that the Part-Time Guitar TEacher will:

- Possess evidence of other adequate preparation, background, or experience as determined by the Supervisor.
- Possess the ability to interact effectively with peers and supervisors, possessing humility and willingness to be a team player.
- Demonstrate a sensitivity and ability to interact effectively with staff, parents, volunteers, and children.
- Manage a fast-paced, multifaceted job with stability, objectivity, and optimism.
- Understand the importance of discernment, discretion, and confidentiality in the operation of the school.
- Develop and maintain rapport with students, parents, and staff by treating others with courtesy, patience, friendliness, dignity, respect, and a good sense of humor.
- Communicate effectively, professionally, and timely by responding to all emails within 24-48 hours on school days, as this is the main method of communication between administration and employees.

- Maintain a personal appearance that is a Christian role model of cleanliness, modesty, and good taste consistent with school policy.
- Be open and flexible to new school initiatives.
- Demonstrate a reasonable level of computer literacy. Basic proficiency is needed in word processing, e-mailing, and accessing the internet. The classroom teacher should be able to use a website to upload, create, and submit documents. The classroom teacher will be expected to use a Student Information System (SIS) for tracking attendance, posting homework and grades, posting lesson plans (if required by Principal), working through a curriculum map, and communicating with families.

Required Personal Qualities

It is expected that the Part-Time Guitar Teacher will:

- Sign and live by Coulee Christian School's Lifestyle Statement as a condition for employment and continued employment in this ministry.
- Be an enthusiastic visionary, encouraging, self-starter with a high energy level.
- Meet everyday stress with emotional stability, objectivity, and optimism.
- Defend principles and conviction in the face of pressure and partisan influence.
- Recognize his or her own mistakes and take measures to correct them.
- Be servant-hearted & willing to assist others.
- Use acceptable English in written and verbal communication. Speak with clear articulation.
- Respectfully submit to constituted authority.
- Seek to appreciate and understand the uniqueness of the community.
- Place his or her school ministry ahead of other jobs, coaching or volunteer activities.
- Be able to meet the physical demands of the position as outlined in Coulee Christian School's Physical Requirements for this position or negotiate reasonable accommodations with Supervisor.
- Have the spiritual maturity, academic ability, and personal leadership qualities to "train up a child in the way he should go."
- Remain committed to partnering with parents/guardians in the support and care of students.

Essential Job Functions

It is expected that the Part-Time Guitar Teacher will:

Spiritual Leadership

- Model Christ-like behavior in interactions with students, staff, and families
- Integrate biblical principles and a Christian worldview into instruction when appropriate
- Support the mission and values of Coulee Christian School
- Participate in staff prayer and devotional opportunities as available

Academic Leadership

- Have knowledge of Coulee Christian School's vision/mission, programs, and policies.
- Seek and accept constructive evaluation of performance.
- Create a positive learning environment where students can thrive.
- Provide on-time supervision (duty) to students to ensure a safe school environment

- Establish and communicate clear objectives for all learning activities.
- Measure student progress to encourage the mastery of standards within your content area.
- Understand strengths, weaknesses and needs of students and have the ability to communicate these to parents, administration and other support staff.
- Manage student behavior in the classroom by invoking established disciplinary procedures.
- Utilize effective classroom management strategies to engage all students in a safe and orderly manner.

Administrative Leadership

- Create instructional resources for use in the classroom.
- Write daily lesson plans and post to Lesson Planner weekly or as requested by Supervisor.
- Integrate standards, goals, and objectives into lesson plans.
- Post homework assignments, grades and student comments to SIS and report cards within established timeline.
- Communicate regularly via newsletter, phone, email, and/or text with parents about student celebrations, struggles, missing work, learning concerns, and under performance in coursework.
- Prepare, in advance, for special education consults, evaluation meetings, annual service plan, and accommodation plan meetings.

Minimum Requirements:

It is expected that the Part-Time Guitar Teacher will:

- Hold a bachelor's degree from an accredited postsecondary institution.
- Proficiency in guitar performance and instruction
- Prior teaching or instructional experience preferred (formal or informal)
- Ability to work with students of various ages and skill levels
- Strong communication and organizational skills
- A personal commitment to Jesus Christ and alignment with the school's statement of faith

Schedule & Commitment

- Part-time, flexible scheduling based on student enrollment and availability
- Hours may include during school day and/or after-school lessons

Primary Responsibilities

- Provide engaging, developmentally appropriate guitar instruction to students (individual and/or small group lessons)
- Teach fundamental techniques including chords, strumming patterns, music reading, and rhythm
- Incorporate music theory and practical application into lessons
- Encourage student participation in school music opportunities (chapel, performances, etc.)
- Adapt lessons to meet varying skill levels and learning styles
- Maintain a positive, structured, and Christ-centered classroom environment
- Communicate effectively with parents and school staff regarding student progress
- Assist in planning or supporting music-related events or performances as needed

Physical Requirements

- Ability to demonstrate guitar techniques and supervise students during lessons
- Ability to sit or stand for extended periods during instruction

Working Relationship and Scope: Reports directly to the Supervisor noted above. Works closely with all school staff members, students, and families.

Acknowledgment: This job description describes the general nature and level of work performed by the employee assigned to this position. It does not state or imply that these are the only duties and responsibilities assigned to the job. The employee may be required to perform other job-related duties as requested by the Supervisor. All requirements are subject to change over time and to possible modifications to reasonably accommodate individuals with a disability.

I acknowledge that this job description is neither an employment contract nor a legal document. I have received, read, and understand the expectations for the successful performance of this job.

Printed & Signed name of Employee

Date

Printed & Signed name of Supervisor

Date