



## **Volunteer Teacher Agreement**

1. At the invitation of Launch Ministries, Inc., \_\_\_\_\_ agrees to serve as a Volunteer Teacher at the Launch Pad site for \_\_\_\_\_ High school for the duration of the 20\_\_/20\_\_ calendar school year or until the following criteria are no longer met.
2. The Volunteer Teacher agrees to work on a teaching team with other volunteer teachers and agree to faithfully perform the teaching duties assigned to you per this agreement.

### Specific duties include:

- A. Provide classroom instruction and leadership on assigned teaching days utilizing curriculum provided by Launch Ministries, Inc. and as agreed upon by its designated development team and the Executive Board of Directors.
- B. Supplement assigned curriculum with material such as video clips or object lessons that support the overall theme of the day's lesson. \*If you are thinking of using a different curriculum, as a supplement to the assigned curriculum, it must be approved by the Executive Director.
- C. Manage the classroom in a manner that promotes a productive learning environment and eases the transition between Christian release time classes and regular classes.
- D. Maintain regular communications with designated teaching team via email and personal contact.
- E. Report to your assigned teaching team and your Teacher Coach and Area Director each day that you provide classroom instruction. Send the report via e-mail and address the following:
  - i. Students – Provide a general feel for the attitude of the students, identify the needs of specific individuals and the class as a whole, and note any attendance issues.
  - ii. Lesson – Provide an overview of the material covered in the class and identify any added non-curriculum material that was used.
  - iii. Facilities – Provide an overall status of the facility and associated material used to hold the class.
- F. Participate in teaching team meetings once a month and in a teaching team planning session once each semester.
- G. Attend teacher training sessions at the beginning of each semester.
- H. Adhere to the policies set forth in the Employee/Volunteer Teacher Handbook.
- I. Abide by the Code of Ethics for Idaho Professional Educators, approved by the State Board of Education, and found on the Idaho State Department of Education's website. [http://www.sde.idaho.gov/site/teacher\\_certification/code\\_ethics.htm](http://www.sde.idaho.gov/site/teacher_certification/code_ethics.htm)

3. The Volunteer Teacher will be held responsible by a designated Lead Teacher, a designated Teacher Coach, and the Area Director for fulfilling the above stated duties and for furthering Launch Ministries, Inc.'s Vision, Mission, and Values.
4. Launch Ministries, Inc. expects each volunteer teacher
  - to be committed to personal, spiritual, ongoing growth as a follower of Jesus Christ
  - to be a vital part of a local church body
  - to commit to the Vision, Mission, and Values of Launch Ministries
5. Launch Ministries, Inc. does not offer financial compensation or benefits for services by volunteer teachers.
6. Launch Ministries, Inc. will provide material for the assigned curriculum at no cost to the teacher. It does not reimburse teachers for non-curriculum materials.
7. Launch Ministries, Inc. may terminate this Agreement at any time with or without cause.

*Signed:*

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Volunteer Teacher

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Area Director for Launch Ministries, Inc.

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Date

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Date