TITLE: ELEMENTARY EDUCATION TEACHER

QUALIFICATIONS
1. Idaho teaching certificate with an appropriate endorsement, such as Standard Elementary Certificate, Early Childhood/Early Childhood Special Education Blended Certificate (K-3 only), or Generalist Endorsement (K-12)
2. Strong background in teaching methods, developmentally appropriate classroom activities, and effective classroom management
3. Demonstrated knowledge of subject matter and effective teaching methods
4. Strong background in curriculum and Idaho Core Standards
5. Strong background in the integration of technology with instruction
6. Ability to maintain a positive learning environment
7. Works well with students, staff, and the public
8. Excellent organizational skills
9. Excellent interpersonal and communication skills
10. Able to work under deadlines
11. Maintain confidentiality of staff and students

PRIMARY RESPONSIBILITY TO
Building Principal

JOB SUMMARY
To provide an elementary education program to help pupils develop skills, attitudes, and knowledge needed to provide a good foundation for continued education. To promote academic, social, and citizenship development through leadership and classroom supervision.

MAJOR DUTIES AND RESPONSIBILITIES

Instruction
1. Prepare for assigned classes
2. Design lessons with an appropriate level of difficulty which provide content in a logical and sequential manner
3. Employ a variety of instructional techniques and media, consistent with the physical limitations of the classroom and the needs and capabilities of the individuals or student groups involved
4. Meet and instruct assigned classes in the locations and at the times designated
5. Identify pupil needs and provide instruction appropriate to those needs
6. Analyze and interpret student data to develop and modify instructional activities
7. Follow modifications and accommodations as specified in Individual Education Plans (IEPs)
8. Implement the Idaho Core Standards, as well as the district's philosophy of education and instructional goals and objectives, in lesson plans, classroom instruction, unit planning, and assessments

9. Devise written and oral assignments and tests that require analytical and critical thinking as well as the reproduction of facts, and use them to evaluate student progress on a regular basis
10. Prepare students academically for all district, state, and federal testing
11. Display command of the subject matter
12. Budget class time effectively

Other Duties to Students
1. Encourage students to strive to meet their highest potential
2. Establish and communicate classroom rules, and encourage students to set and maintain standards of classroom behavior
3. Make provisions for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms
4. Work to establish and maintain open lines of communication with students and their parents concerning both the academic and behavioral progress of all assigned students
5. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities

Elementary Education
1. Promote active learning using structured and unstructured activities that foster the social, physical, cognitive, and emotional development of young pupils
2. Observe children in a variety of settings and evaluate the cognitive, social, emotional, and physical skills of pupils
3. Maintain records of student progress toward the stated objectives of instruction
4. Assist in facilitating smooth transitions from preschool, kindergarten, and early primary grades programs

Professional Contacts and Activities
1. Attend and participate in faculty meetings
2. Attend IEP meetings and collaborate with special education teachers as needed
3. Keep immediate supervisor informed of activities and any issues that may arise
4. Cooperate with other members of the staff in planning instructional goals, curriculum, objectives, and methods
5. Provide needed and requested information on a timely and effective basis

Other
1. Assist in upholding and enforcing school rules
2. Maintain accurate and complete records as required by federal and state law, administrative rules, and Board policy
3. Input data in a timely fashion
4. Assume responsibility for his or her continuing professional growth and development by attendance at professional meetings, membership in professional organizations, enrollment in advanced courses, and by reading professional journals and other publications

5. Adhere to The Code of Ethics of the Idaho Teaching Profession adopted by the Professional Standards Commission and the State Board of Education
6. Seek assistance should emergencies arise
7. Represent the school district in a positive manner
8. Know and follow school district policy and chain of command
9. Perform other duties as assigned

EVALUATION

Performance of this position will be evaluated annually by the building principal in conformance with district policy and IDAPA 08.02.02.120.

TERMS OF EMPLOYMENT

By contract as determined by the Board of Trustees in accordance with federal and state law, administrative rules, and Board policy.

NOTE

All certificated and non-certificated employees and other individuals are required to undergo a criminal history check and submit to fingerprinting. Any applicant convicted of any of the felony crimes enumerated in Section 33-1208, Idaho Code may not be hired, and any applicant convicted of any felony offense listed in Section 33-1208(2), Idaho Code shall not be hired.

Legal Reference:	I.C. § 33-512	Governance of Schools
	I.C. § 33-513	Professional Personnel
	I.C. § 33-515	Issuance of Renewable Contracts
	I.C. § 33-1201	Certificate Required
	I.C. § 33-1210	Information on Past Job Performance
	IDAPA 08.02.02.018	Standard Elementary Certificate
	IDAPA 08.02.02.019	Early Childhood/Early Childhood Special Education Blended Certificate
	IDAPA 08.02.02.028	Generalist Endorsement (K-12)
	IDAPA 08.02.02.120	Local District Evaluation Policy—Teacher and Pupil Personnel Certificate Holders