

Job Description – Teacher**Revised: 2/1/17**

TITLE: Teacher

QUALIFICATIONS: As set by State certification authorities and Professional Standards Commission

REPORTS TO: Principal

JOB GOALS: To help students learn subject matter and/or skills that will contribute to their development as mature, able, and responsible men and women.

PERFORMANCE RESPONSIBILITIES:

1. Plans a program of study that, as much as possible, meets the individual needs, interests, and abilities of students.
2. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interest of students.
3. Guides the learning process toward the achievement of curriculum goals and – in harmony with the goals – establishes clear objectives for all lessons, units, projects, and the like to communicate these objectives to students.
4. Employs instructional methods and materials that are most appropriate for meeting stated objectives.
5. Assess the accomplishments of students on a regular basis and provides progress reports as required.
6. Identifies possible learning disabilities of students on a regular basis.
7. Counsels with colleagues, students, and/or parents on a regular basis.
8. Assists the administration in implementing all policies and/or rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
9. Plans and supervises purposeful assignments for paraprofessionals and/or volunteer(s) and, cooperatively with principals evaluates their job performance.
10. Strives to maintain and improve professional competence.
11. Attends staff meetings and serves on staff committees as required.
12. Required to properly supervise their students at all times or to take appropriate action to insure proper supervision of their students. If a teacher has good reason for leaving their class or special activity, then they must insure that students will be properly supervised.

TERMS OF EMPLOYMENT: Ten, eleven or twelve-month year. Salary and work year to be established by the Board.

EVALUATION: Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on evaluation of personnel.