



## Rockford Area Schools Job Description

### Teacher

#### General Definition of Work

Performs intermediate professional work providing a broad range of teaching services or specific learning program, assisting students to develop skills, attitudes and the knowledge needed as a foundation for future learning in accordance with each student's ability, using a variety of teaching and learning methods at various levels to a targeted audience, and related work as apparent or assigned, Work is performed under the limited supervision of the Principal.

#### Qualification Requirements

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

#### Essential Functions

Develops lesson plans and instructional materials providing effective teaching strategies adhering to the district's philosophy and vision.

Translates lesson plans into learning experiences in a classroom environment conducive to learning by employing a variety of appropriate teaching strategies.

Creates a classroom environment that responds to the needs of individual learners; recognizes learning problems and makes referrals as appropriate; works cooperatively with parents and staff members to reinforce the educational program for each student.

Develops reasonable rules of classroom behavior and appropriate techniques; establishes and maintains student control and discipline by communicating expectations of appropriate behavior; implements a classroom structure that encourages student responsibility, cooperation and mutual respect consistent with district policy.

Collaborates with other educational professionals and administrators regarding the needs of students and trends in education; serves on district committees, task forces, administrative or IEP meetings to provide assistance in curriculum development.

Evaluates accomplishments of students on a regular basis using multiple assessment methods; provides progress and interim reports for feedback; prepares for and conducts parent-teacher conferences to discuss student progress, problems, strengths or concerns.

Maintains the confidentiality of records and information regarding students, parents and teachers in accordance with accepted professional ethics and state and federal law.

Protects students, equipment, material and facilities taking necessary and reasonable precautions,

#### Knowledge, Skills and Abilities

Thorough knowledge of District Policy and Procedures Manual and Updates; thorough knowledge of Emergency Procedures and Updates; thorough knowledge content of specialty area; thorough knowledge of appropriate level education principles, practices and procedures; thorough knowledge of the principles and methodology of effective teaching; ability to understand developmental appropriateness of materials and behavior; ability to establish and maintain standards of behavior; ability to deliver articulate oral presentations and written reports; thorough knowledge of creating, maintaining and accessing student gradebooks in Infinite Campus; ability to utilize School Fusion to create and maintain class website; skilled in leading group discussions utilizing a variety of instructional aids and technologies; thorough knowledge of standard office equipment, computer hardware and related software; ability to make arithmetic computations using whole numbers, fraction and decimals; ability to compute rates, ratios and percentages; ability to establish and maintain effective working relationships with associates, students and parents.

#### Education and Experience



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Bachelor's degree with coursework in assigned specialty area, or related field and minimal experience, or equivalent combination of education and experience.

### **Physical Requirements**

This work requires the frequent exertion of up to 10 pounds of force and occasional exertion of up to 25 pounds of force; work regularly requires standing, walking and speaking or bearing, frequently requires using hands to finger, handle or feel and occasionally requires sitting, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling, lifting and repetitive motions; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, operating machines and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions, exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment and Bodily fluids; work is generally in a moderately noisy location (e.g. business office, light traffic).

### **Special Requirements**

Minnesota Teacher's License