

NORTH SCOTT COMMUNITY SCHOOL DISTRICT

TITLE: Teacher

QUALIFICATION:

1. Valid Iowa Teacher's Certificate
2. Appropriate Endorsements

REPORTS TO: Building Principal

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

PERFORMANCE RESPONSIBILITIES:

1. Meets and instructs assigned classes in the locations and at the times designated.
2. Plans a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students.
3. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
4. Prepares for classes assigned and shows lesson plans, evidence of preparation upon request of immediate superior.
5. Encourages students to set and maintain standards of classroom behavior.
6. Guides the learning process toward the achievement of Standards and Benchmarks and, in harmony with the goals, establishes clear objectives for all lessons, units, and projects to communicate these objectives to students.
7. Employs a variety of instructional techniques and instructional media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
8. Strives to implement by instruction and action the district's philosophy of education and instructional goals and objectives.
9. Assesses the accomplishment of students on a regular basis and provides progress reports as required.
10. Assess the learning strengths and weaknesses.
11. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
12. Maintains accurate and correct records as required by law, district policy, and administrative regulation.
13. Assists the administration in implementing all policies and rules governing student procedures 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.

- 14. Makes provision for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable and contractual terms.
- 15. Plans and supervises purposeful assignments for teacher aide(s) and volunteer(s) and, cooperatively with department heads, provides input to their job performance.
- 16. Strives to maintain and improve professional competence.
- 17. Attends staff meetings and serves on staff committees as required.
- 18. Performs other duties as assigned.

TERMS OF EMPLOYMENT: Ten month year. Salary established by the Board.

EVALUATION: Performance of this job will be evaluated per contract language.

Approved by: _____ Date: _____

Reviewed and agreed to by _____ Date: _____
(Incumbent)

(This job description contains only measurable performance responsibilities).

4/2/03