

OAK GROVE SCHOOL DISTRICT

JOB DESCRIPTION

I. TITLE OR CLASSIFICATION

Intermediate School Teacher -- Social Studies

II. POSITION DESCRIPTION

As part of an Intermediate School teaching assignment, teaches one or more classes of Social Studies to pupils in Grades 7 and 8 and assists in other school programs as assigned.

A. Major Duties and Responsibilities

1. For Children
Assess pupil needs and prescribe appropriate learning activities to develop concepts in designated subject areas.
2. To Parents
Prepare evaluations and communicate with parents on individual pupil progress and needs.
3. To School/Staff
Assist in selecting books, instructional aids, and supplies. Assist in formulation and enforcement of school policies and procedures.
4. To District
Maintain competence through professional growth activities during released time.
5. Other Duties and Responsibilities
Supervise pupils in out-of-classroom activities during the school day and be involved in an equitable share of extra-curricular school and community activities.

B. Specific Responsibilities (Subject areas, etc., if applicable)

1. Teaches courses in social studies, history, geography, American government, political science or humanities to secondary pupils, utilizing course of study adopted by the Board of Education and other appropriate learning activities.
2. Instructs pupils in citizenship, basic communication skills and other general elements of the course of study common to all teachers, as specified in state law and administrative regulations and procedures of the school district.
3. Develops a balanced social studies program involving factual background material, material on current events, discussion time and other appropriate activities designed to encourage pupils to develop skills and attitudes, draw conclusions, achieve improved interpersonal relationships and make value judgments based on scientific methods of inquiry.

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4. Provides individual and small group instruction in order to adapt the curriculum to the needs of pupils with varying intellectual abilities, attitudes and cultural backgrounds.
5. Develops knowledge of the purpose, structure and operation of the American governmental and economic system and the rights and responsibilities of American citizenship.
6. Makes material from current magazines, newspapers, television programs, etc., available to pupils; plans and guides discussions of current social, political, and economic problems against background of geographical environment and history of area being studied.
7. Develops an understanding of the contributions of minority racial, religious, and political groups to American culture and the role of minorities in our present day world.
8. Develops knowledge of political and economic systems of other nations and their influence on personal freedom, education and living standards of the people in those nations.
9. Encourages pupils to become aware of the complexity and interrelations of local, state, national, and world problems.
10. Establishes and maintains standards of pupil behavior needed to provide an orderly, productive classroom environment.
11. Creates, with assistance of pupils, interest centers and displays with material to enhance learning.
12. Evaluates each pupil's development in course being taught and prepares progress reports.
13. Maintain professional competence through participation in inservice education activities provided by the district and/or in self-selected professional growth activities.
14. Participates cooperatively with the principal or his designee to mutually develop the system by which he will be evaluated in conformance with the district's uniform guidelines for evaluation and assessment.

III. ORGANIZATIONAL RELATIONSHIPS

(Make a note of any mixed or shared responsibility for supervision and evaluation.)

- A. Supervised by: Building Principal/Department Chairman
- B. Evaluated by: Building Principal/Department Chairman

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IV. MINIMUM QUALIFICATIONS

State minimum requirements or equivalent (credential)

V. SPECIAL CONDITIONS OF EMPLOYMENT (When applicable)