

TITLE: Teacher

QUALIFICATIONS: As set by state certification authorities

REPORTS TO: Principal

SUPERVISES: Teacher Aide and Volunteers Assigned

JOB GOAL: 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 interests 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. Assesses the accomplishments of students on a regular basis and provides progress reports as required.
6. Diagnoses the learning disabilities of students on a regular basis, seeking the assistance of district specialists as required.
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 teacher aide(s) and/or volunteer(s) and, cooperatively with department heads evaluates their

(Overleaf)

job performance.

10. Strives to maintain and improve professional competence.
11. Attends staff meetings and serves on staff committees as required.

TERMS OF EMPLOYMENT: Ten, eleven, or twelve month year. Salary and work year to be according to the current schedule.

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

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed and agreed to by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Incumbent)