

JOB TITLE: BASE TEACHER

QUALIFICATIONS: 1. Valid Missouri Teaching Certificate preferred.
2. Experience working with children.

REPORTS TO: BASE Program Director/Principal

JOB GOAL: To provide an enriching educational environment for students before and after school in contributing to their development as productive citizens.

PERFORMANCE RESPONSIBILITIES:

1. Meets and instructs assigned classes in the locations and at the times designated.
2. Plans a program of study that 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 written evidence of preparation upon request of immediate supervisor.
5. Establishes and maintains a positive classroom environment to promote learning.
6. Implements effective learning techniques, strategies and skills to meet instructional objectives of curriculum goals.
7. Guides the learning process toward the achievement of curriculum goals and establishes clear objectives for all lessons, units and projects to communicate these objectives to students.
8. 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 individual or student groups involved.
9. Strives to implement the district's philosophy of education and instructional goals and objectives.
10. Assesses the accomplishments of students on a regular basis and provides progress reports as required.
11. Recognizes the characteristics of special needs students on a regular basis, seeking the assistance of district specialists as required for evaluation.
12. Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities.
13. Maintains accurate, complete, and correct records as required by law, district policy and administrative regulation.
14. Assists the administration in implementing all policies and rules governing student life and conduct for the classroom.
15. Encourages students to set and maintain high standards of classroom behavior, develops reasonable rules for classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.

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| TERMS OF EMPLOYMENT: | Salary and work year to be established by the Board of Education. |
| EVALUATION: | Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Support Personnel. |

Signed: _____ Date: _____
(Building Administrator)