

ELEMENTARY TEACHER

Description of Position

Under the direction of the Principal, creates a flexible elementary-grade program and a class environment favorable to learning and personal growth; establishes effective rapport with students; motivates students to develop skills, behavior, and knowledge needed to build a solid foundation for secondary grade-level education and career and college readiness in accordance with each student's ability; establishes good relationships with parents, staff members, and District Office staff.

Essential Duties

- Instruct and facilitate reading, language arts, social studies, mathematics, science, art, health, physical education, and performing arts instruction to students in a classroom, utilizing the State Standards and course of study adopted by the Board of Trustees, and other appropriate learning activities.
- Instruct students in citizenship and basic subject matter utilizing creativity, collaboration, communication, and critical thinking.
- Develop and implement lesson plans and instructional materials and provide individualized and small-group instruction in order to adapt the curriculum to the needs of each student.
- Translate lesson plans into learning experiences so as to best utilize the available time for instruction.
- Use a variety of instruction strategies, such as inquiry, group discussion, lecture, discovery, and project based learning.
- Establish and communicate learning goals for students; design, collect and use multiple sources of information to assess student learning; involve and guide students in assessing their own learning; use the results of assessments to guide instruction.
- Collaborate and cooperate effectively with other professional staff members in assessing and helping students solve health, behavioral, and learning problems.
- Analyze, monitor, and evaluate students' academic and social growth, keep appropriate records, and prepare progress reports.
- Establish and maintain standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- Demonstrate evidence of student learning by creating an effective environment for learning through current, functional and attractive displays, bulletin boards, and interest centers.
- Supervise students in out-of-classroom activities during the school day.
- Administer standardized tests in accordance with State testing program.
- Communicate with parents effectively each trimester through conferences and other means to discuss students' progress, interpret the school program, and solicit input.
- Maintain professional competence by participating in all educational activities provided by professional development.
- Develop personal and professional performance goals in accordance with District and State guidelines.
- Participate cooperatively with the appropriate administrator while being evaluated in conformance with collective bargaining guidelines.
- Participate in curriculum development programs as required.

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- Participate in faculty committees and the sponsorship of student activities.
- Train and direct special education instructional assistants assigned to the program.
- Attend monthly District meetings.
- Other duties as assigned.

Qualifications

Knowledge of:

- 21st Century Learning skills and objectives
- Common Core State Standards and California testing requirements
- Research-based intervention strategies and instructional techniques for building students' basic skills in core subjects
- Excellent and effective organizational and collaborative skills with all stakeholders
- Principles, theories, methods, techniques, and strategies pertaining to teaching and instruction of students and adults
- Educational curriculum, instructional goals and objectives, and educational trends and research findings pertaining to instructional best practices and innovative instruction using technology
- The Cypress School District Curriculum, Instruction and Assessment and Technology Plans and other information pertinent to the assignment

Ability to:

- Assist Professional Learning Communities in planning, organizing, and monitoring the implementation and continued use of instructional strategies and practices for effective student growth
- Assist with Trainer of Trainers model
- Communicate effectively, in both oral and written form
- Establish and maintain effective working relationships
- Help analyze problems and issues and develop appropriate solutions
- Manage multiple tasks
- Utilize technology as a means for various types of communication and record keeping

Education/Certification:

All current State and federal requirements necessary for an assignment in a public school, self-contained, elementary classroom including, but not limited to:

- Bachelor's degree, or higher
- Valid California Multiple-Subject Teaching Credential, or equivalent
- No Child Left Behind compliance
- English Learner Authorization

Physical Demands and Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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While performing the duties of this job, the employee is regularly required to stand, walk, talk or hear, and taste or smell. The employee frequently is required to use hands to finger, handle, or feel objects, tools, or controls. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The employee must possess mental and physical health and hygiene conducive to the high standards of the District.

Board Approved: June 12, 2014