SAN BENITO SCHOOLS

San Benito Consolidated Independent School District

Human Resource Office
240 N. Crockett St. • San Benito, TX 78586 • Phone: (956) 361-6150 • Fax: (956) 361-6291

Job Title: Classroom Teacher

Exemption Status: Exempt

Reports To: Campus Principal

Pay Grade: Teacher Salary

Works with: Students/Staff/Parents

Days: 187

Dept. /Campus: Campus Assigned

Date Revised:07.25.2024

Primary Purpose:

The role of the Classroom Teacher is to provide students with appropriate learning activities and experiences in the core academic subject area assigned to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society.

Prerequisites:

- Bachelor's Degree from accredited university; and
- Valid Texas teaching certificate with required endorsements OR eligibility letter from an Alternative Certification Program.

Special Knowledge/Skills:

- General knowledge of curriculum and instruction
- Ability to instruct students and manage their behavior in person
- Strong organizational, communication, and interpersonal skills

Major Responsibilities and Duties:

1. Develop and implement lesson plans that fulfill the requirements of district's curriculum program and show written evidence of preparation as required.
2. Prepare lessons that reflect accommodations for difference in student learning styles.
3. Present subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.
4. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
5. Conduct assessment of student learning styles and use results to plan instructional activities.
6. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
7. Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
8. Plan and supervise assignments of teacher aide(s) and volunteer(s).
9. Use technology to strengthen the teaching/learning process.
10. Help students analyze and improve study methods and habits.
11. Conduct ongoing assessment of student achievement through formal and informal testing.

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12. Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal.
13. Be a positive role model for students, support mission of school district.
14. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
15. Manage student behavior in accordance with Student Code of Conduct and student handbook.
16. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
17. Assist in selection of books, equipment, and other instructional materials.
18. Establish and maintain open communication by conducting conferences with parents, students, and community members.
19. Maintain a professional relationship with colleagues, students, parents, and community members.
20. Use effective communication skills to present information accurately and clearly.
21. Participate in staff development activities to improve job related skills.
22. Keep informed of and comply with state, district, and school regulations and policies for classroom teachers.
23. Compile, maintain, and file all physical and computerized reports, records, and other documents required.
24. Attend and participate in faculty meetings and serve on staff committees as required.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Standard office equipment including personal computer and peripherals

Posture: Prolonged sitting; occasional bending/stooping, pushing/pulling, and twisting

Motion: Repetitive hand motions including frequent keyboarding and use of mouse; occasional reaching

Lifting: Occasional light lifting and carrying (less than 15 pounds)

Environment: May work prolonged or irregular hours

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Signature: _____ Date: _____

Administrator Signature: _____ Date: NOV 0 6 2024