

Laguna Beach Unified School District
Job Description: Elementary Teacher (TK-5)

PRIMARY FUNCTION:

The teacher is expected to provide for an educational program for and supervision of pupils in grades TK through 5th grade or a combination thereof, and assists in other school programs as assigned.

ASSIGNED RESPONSIBILITIES:

- The teacher is expected to provide learning experiences for children in reading, language arts, social studies, mathematics, science, art, health, physical education, and music utilizing courses of study adopted by the Board of Education and other appropriate areas.
- The teacher is expected to instruct children in citizenship, basic communication skills and other general elements of the course of study specified by administrative regulations and procedures of the school district or by state law.
- The teacher is expected to facilitate each child's continuous progress in the above areas through:
 - Definition of performance objective.
 - Diagnosis of learning needs (including gathering of information through testing, observation and consultation).
 - Prescription of appropriate materials and methods for meeting child's learning needs.
 - Implementation of prescription.
 - Evaluation of extent to which methods and materials have been successful in meeting child's learning needs (includes communication of student's progress to child and parent.)
- The teacher is expected to provide an environment conducive to the child's physical, mental, and emotional well-being, by considering:
 - Their safety
 - The nature of the task
 - The appropriateness of their behavior to the task
- The teacher is expected to develop positive and contributing individuals willing to participate in the solution of problems in a democratic society.
- The teacher is expected to maintain open communication with:
 - Child
 - School district personnel
 - Parents

- The teacher is expected to plan, coordinate, and evaluate the work of the aides, teacher assistants, other para-professionals and volunteers under the teacher's supervision.
- The teacher is expected to assist in placing the child at his appropriate learning level.

DIRECTLY RESPONSIBLE TO: The Principal.

MINIMUM QUALIFICATIONS:

Credential:

General Elementary, Kindergarten-Primary Class I or II, or Standard Elementary, Multiple Subject; CLAD or English Learner Authorization

Education: That required to obtain an appropriate credential authorizing teaching at the TK-5 level.

Experience: That required to obtain an appropriate credential.

Personal Qualities:

- *Independent Worker
- *Maturity and good judgment
- *Neat and clean appearance
- *Willingness to assume a wide range of responsibilities
- *Willingness to learn new skills
- *Willingness to continuously improve
- *Pleasant interpersonal skills
- *Good organizational skills
- *Commitment to professional courtesy
- *Belief in high standard
- *Commitment to professional responsibility
- *High intrinsic motivation

Appearance, grooming, and personality which establish a desirable example for pupils. Positive attitude demonstrated by a genuine awareness and acceptance of individual differences and needs. Ability to meet District standards for physical and mental health. Better than average recommendations from other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher.