

## Cottonwood Joint School District No. 242

### Classroom Teacher Job Description

#### **QUALIFICATIONS:**

1. Must have a valid Idaho Teaching Certificate endorsed for the subject matter and grade level appropriate to the teaching assignment.
2. Knowledge of applicable concepts, methods and procedures for curriculum development and implementation.
3. Must have knowledge of laws, rules, policies and trends regarding instruction.
4. Must have knowledge of various student evaluation techniques and procedures.
5. Must understand principles of human development and learning.
6. Must know and be able to apply a variety of behavior management techniques.
7. Must know and be able to use effective communication techniques.

**REPORTS TO:** The building principal and indirectly to the Board of Trustees.

**JOB GOALS:** To help each student achieve his/her highest level of attainment in each subject by carefully assessing levels of learning and adjusting instruction to maximize learning and self-esteem, and to teach citizenship, self discipline and social responsibility.

**PERFORMANCE RESPONSIBILITIES:** The Classroom Teacher will:

1. Identify the needs of individual students by constant assessment of their abilities.
2. Use identified student needs to plan and modify instruction
3. Write and use course or grade level goals and objectives for each subject taught and develop lesson plans, teaching objectives and assessment criteria for individual units of instruction.
4. Use a variety of methods and materials applicable to different learning styles and principles in the implementation of the instruction program.
5. Manage the classroom effectively to create an optimum learning environment.
6. Make appropriate application of learning theory to meet the needs of individual students.
7. Evaluate and report student progress.
8. Initiate, plan and carry out meaningful parent-teacher conferences.

9. Participate in professional development activities.
10. Participate in the supervision of student and activities.
11. Initiate and maintain effective communication with colleagues, parents and patrons.
12. Assist in the assessment of building level needs and the planning required to meet those needs.
13. Attend meetings and serve on committees when directly related to assigned duties.
14. Practice ethical behavior relating to confidentiality, integrity, honesty, dignity and respect in relationships with students, parents, patrons and other school staff.
15. Become familiar with and abide by state and local laws and policies that regulate classroom instruction, student supervision and other areas of teacher responsibility.

**TERMS OF EMPLOYMENT:** Employment will be for a period determined by the Administrative agreement, including paid holidays. Extended contracts for summer employment may be made available as the need arises as determined by the Board of Trustees and the administration. Extracurricular assignments, including coaching assignments, are for the current school year only, and are contingent upon board approval. Salaries will be in accordance with the administrative agreement.

**EVALUATION:** The Classroom Teacher's performance will be evaluated in accordance with the policy contained in the District Policy Manual.