

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, PA 17372

POSITION DESCRIPTION
CLASSROOM TEACHER

Position Duration:

The position is an ongoing appointment as per certification requirements and State codes.

Qualifications:

- Possess the necessary certification as required by the Commonwealth of Pennsylvania
- Meet professional teacher education requirements of school, district and State
- Understand the educational needs of children and is able to provide instruction to meet those needs
- Show compassion in dealing with the social and emotional needs of students
- Communicate effectively in both oral and written expression
- Exhibit fairness and objectivity in dealings with students
- Display a cooperative attitude in dealings with all stakeholder groups (students, staff, parents, administration, Board and general public)
- Demonstrate the ability to utilize data to inform instructional decisions
- Possess the necessary technology skills to enhance instruction and prepare students for the 21st Century
- Demonstrates a willingness to embrace change in order to move the organization in positive steps forward
- Engages in ongoing staff development in order to continue to grow as a professional educator
- Maintains confidentiality with all school matters

Organizational Relationship:

The Classroom Teacher shall be directly responsible to the building administration for the execution of all responsibilities listed herein.

Duties and Responsibilities:

- Carry out the district's philosophy of education, goals, and objectives through implementation of the district's curriculum and initiatives
- Display a working knowledge of PA Academic Standards
- Assist in the planning and development of curriculum and planned courses of study
- Plan an effective daily program of study that meets the needs of all learners and is in concert with the planning components required by the school district
- Create a classroom environment that is conducive to learning and matches the maturity and interests of the learners
- Utilize a variety of instructional strategies aimed at increasing student achievement
- Effectively employs teaching resources to improve instruction
- Meet and instruct assigned classes in the locations and at the times designated
- Prepare for assigned classes and show written evidence of preparation upon request of any administrator (plans should include, at a minimum, three days of advance planning)
- Establish and maintain appropriate classroom management techniques and assist in upholding and enforcing school rules, administrative regulations, and board policy for all students in the school
- Able to diagnose the learning needs of students and adapt instruction to meet those needs
- Report significant learning difficulties to the attention of administration in order to investigate the need

for expanded learning opportunities

- Plan, prepare and deliver instructional activities that facilitate active learning experiences
- Establish and communicate clear objectives for all learning activities
- Use relevant technology to support instruction
- Observe and evaluate students' performance and development
- Assign and grade class work, homework, tests and assignments
- Provide appropriate and ongoing feedback on work
- Maintain accurate and complete records of students' progress and development as required by law, district policy and administrative regulations
- Communicate necessary information regularly to students, colleagues, administration and parents regarding student progress and the learners' needs
- Maintain and improve professional competence by participating in ongoing staff development that fosters growth
- Attend and participate in faculty meetings
- Collaborate with other members of the staff in planning instructional goals, objectives, teaching strategies and assessments
- Assist in the selection of books, equipment, and other instructional materials
- Keep up to date with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities
- Construct and display bulletin boards and other displays of an educational nature that will aid in the instructional process
- Perform other duties related to the position of Classroom Teacher as requested by any administrator

Program and Staff Evaluation:

- Professional staff members are supervised annually based on either an assigned or self-selected differentiated supervision option for the school year
- Professional staff members are evaluated in accordance with PA Code annually and the district currently utilizes the PDE 426 and 428 teacher evaluation forms

Revised Fall 2010

Admin drive – position descriptions professional