



# **CANFIELD LOCAL SCHOOLS**

## **Licensed Job Description**

### **Teacher**

#### **QUALIFICATIONS:**

1. Valid Ohio Teaching Certificate/License in the appropriate subject area or grade level(s).

#### **REPORTS TO:**

Building Principal

#### **PERFORMANCE RESPONSIBILITIES:**

1. Meets and instructs assigned classes in the locations and at the times designated.
2. Plans a program of study that meets the individual needs, interests, and abilities of the students.
3. Creates an environment that is conducive to learning and appropriate to the maturity and interests of the students.
4. Prepares for classes assigned, and shows written evidence of preparation upon request of immediate supervisor.
5. Guides the learning process toward the achievement of curriculum goals and—in harmony with the goals—establishes clear objectives for all lessons, units, projects and the like to communicate these objectives to students.
6. Employs a variety of instructional techniques and instructional media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
7. Strives to implement by instruction and action the district's philosophy of education and instructional goals and objectives.
8. Assesses the accomplishments of students on a regular basis and provides progress reports as required.
9. Helps identify the learning difficulties of students, seeking the assistance of district specialists as needed.
10. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
11. Maintains accurate, complete, and correct records as required by law, district policy, and administrative regulations.

12. Assists the administration in implementing all policies and rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
13. Makes provision for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms.
14. Plans and supervises purposeful assignments for teacher aide(s) and volunteer(s) when appropriate.
15. Strives to maintain and improve professional competence.
16. Attends staff meetings and serves on staff committees as required.
17. Other duties as assigned by the Superintendent or his/her/designee.

**CONDUCT:**

Each staff member shall remain free of any alcohol or nonprescribed controlled substance and abuse of any prescribed controlled substance in the workplace throughout his/her employment in the District.

Each staff member shall serve as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings. Each staff member has a legal responsibility to help instill in students the belief in and practice of ethical principles and democratic values.

**TERMS OF EMPLOYMENT:** Days and Salary as per Negotiated Agreement

The Canfield Local School District is an Equal Opportunity Employer and as such does not discriminate on the basis of race, color, sex, age, religion, national origin, ancestry, disability, veteran status, marital status, or any other status protected by law.