



EDUCATION, WORK EXPERIENCE AND QUALIFICATIONS

- Bachelor's degree and meets certification requirements as established by the Maryland State Department of Education.
- Other experience as established by Maryland Law and Board of Education policy.
- Knowledge of subject matter and appropriate instructional methodologies.
- Evidence of exemplary human relation skills.
- Evidence of exemplary organizational and planning skills.
- Evidence of ability to work effectively with students, parents and staff.

ESSENTIAL JOB FUNCTIONS

- Plans and provides for appropriate learning experiences for students.
- Supervises students in a variety of school-related settings.
- Monitors and evaluates student outcomes.
- Communicates and interacts with students, parents, staff and community.
- Develops, selects and modifies instructional plans and materials to meet the needs of all students.
- Provides an atmosphere and environment conducive to the intellectual, physical, social and emotional development of children.
- Strives to maintain and improve professional competence.
- Maintains appropriate records and follows required procedures and practices.
- Monitors appropriate use and care of equipment, materials and facilities.
- Maintains regular, on-time attendance.
- Serves on special committees.
- Other duties as prescribed by Maryland State Law, Board of Education policy, Negotiated Agreement and Building Principal.

ENVIRONMENTAL FACTORS & PHYSICAL REQUIREMENTS

The environmental factors and/or physical requirements of this position include the following: While performing the duties of this job, the employee is required to have ordinary ambulatory skills sufficient to visit other locations; and the ability to stand, walk, stoop, kneel, crouch, and manipulate (lift, carry, move) light to medium weights of 10-50 pounds. Requires good hand-eye coordination, arm, hand and finger dexterity, including ability to grasp, and visual acuity to use a keyboard. The employee frequently is required to sit, reach with hands and arms, talk and hear.

Charles County Public Schools reserves the right to re-advertise and modify the content of vacancy announcements at any time; however this may be the only notice for this position during the noted advertisement period.