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.