

CLEVELAND INDEPENDENT SCHOOL DISTRICT

Job Description

316 EAST DALLAS STREET | CLEVELAND, TEXAS 77327 | WWW.CLEVELANDISD.ORG | 281.592.8717

TITLE:	Teacher	STATUS:	Exempt
REPORTS TO:	Principal	TERMS:	180 Days
DEPARTMENT:	Assigned Campus	PAY GRADE:	Teacher Pay Scale, Chapter 21 Contract

PRIMARY FUNCTION

Provide students with appropriate learning activities and experiences in the core academic subject area assigned to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society.

All employees of Cleveland ISD are expected to act with integrity, support organizational goals, demonstrate the ability to inspire, grow and motivate others, utilize feedback, drive for results and commit to championing the needs of our students and employees, and drive continuous improvement.

QUALIFICATIONS

Education/Certification:

Bachelor's degree from an accredited college or university

General qualifications of a teacher as prescribed by the State Department of Education

Special Knowledge/Skills:

Knowledge of core academic subject assigned

Knowledgeable of state curriculum standards, Texas Essential Knowledge and Skills (TEKS), English Language Proficiency Standards (ELPS), College and Career Readiness Standards (CCMR), STAAR Excellent organizational, communication, and interpersonal skills

Experience:

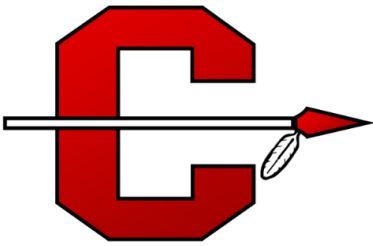
One year student teaching or approved internship, preferred

EVALUATION

Performance will be evaluated annually in accordance with provision of the Board's policy on evaluation of personnel.

ESSENTIAL JOB FUNCTIONS:

1. Develop and implement lesson plans that fulfill the requirements of the district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual student differences.
2. Plan and use appropriate instructional and learning strategies, activities, materials, equipment, and technology that reflect understanding of the learning styles and needs of students assigned and present



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subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.

3. Conduct assessment of student learning styles and use results to plan instructional activities.
4. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
5. Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
6. Uses technology to strengthen the teaching/learning process
7. Plan and assign work to instructional aide(s) and volunteer(s) and oversee completion.
8. Showcases the academic performance of identified students.
9. Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal.
10. Conducts ongoing assessment of student achievement through formal and informal testing.
11. Be a positive role model for students; support the mission of the school district.
12. Create classroom environments conducive to learning and appropriate for the physical, social, and emotional development of students.
13. Manage student behavior in accordance with Student Code of Conduct and student handbook.
14. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.
15. Participate in staff development activities to improve job-related skills.
16. Attend and participate in faculty meetings and serve on staff committees as required.
17. Assist in selecting books, equipment, and other instructional materials.
18. Compile, maintain, and file all reports, records, and other documents required.
19. Comply with policies established by federal and state law, State Board of Education rule, and local board policy.
20. Comply with all district and campus routines and regulations.
21. Perform other duties as assigned by the building principal and the Superintendent of Schools.
22. Complete other duties as assigned.

SUPERVISORY RESPONSIBILITIES

Direct the work of assigned instructional aide(s).

WORK ENVIRONMENT

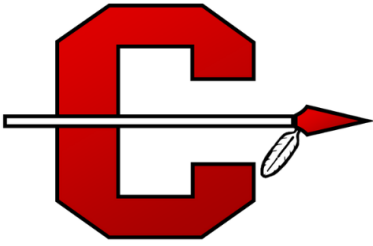
Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used - Standard office equipment including personal computer and peripherals

Posture - Prolonged sitting; occasional bending/stooping, pushing/pulling, and twisting

Motion - Repetitive hand motions, frequent keyboarding and use of mouse; occasional reaching

Lifting - Occasional light lifting and carrying (less than 25 pounds)



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Mental Demands - Work with frequent interruptions; maintain emotional control under stress; understand the need for continued flexibility based around the complex needs of students with behavioral needs

Environment - Indoors including but not limited to: classroom, cafeteria, library, or other campus location. Outdoors (exposure to sun, heat, cold, and inclement weather). Exposure to noise. May work prolonged or irregular hours. A remote location in the event of a declared emergency, temporary closure, or closure. Personal Protective Equipment may be required.

The above statements are intended to describe major job functions of this position and are not intended to represent an exhaustive list of all responsibilities, duties, and skills required. The Superintendent or designee may assign additional duties when deemed appropriate.

Special Funding: If my position is funded by grants, federal funding, or other special funding, I understand that my employment is expressly conditioned on the availability of full funding for the position. If full funding becomes unavailable my employment is subject to termination or non-renewal, as applicable.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed to the job description are representative of the knowledge, skills, ability, and physical demands required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Employee Signature

Date