

Mount Prospect School District 57

Title: Classroom Teacher (K-5)

Reports to: Principal

Job Goal: The teacher is responsible for providing an educational atmosphere where students have the opportunity to fulfill their potential for intellectual, emotional, physical, and psychological growth potential. The teacher is responsible for organizing and implementing an instructional program that will result in students achieving academic success in accordance with the learning standards of the state of Illinois.

Essential Duties and Responsibilities

- Implements instructional activities that contribute to a climate where students are actively engaged in meaningful learning experiences.
- Teaches the district-approved curriculum and accepts a share of responsibility for curriculum development and planning as assigned.
- Identifies, selects, and modifies instructional resources to meet the needs of the students with varying backgrounds, learning styles, and special needs.
- Provides a positive environment in which students are encouraged to be actively engaged in the learning process, and the teacher is the facilitator and guide for the learning process.
- Establishes effective classroom and behavior management systems to support an effective learning environment and encourages student involvement in this process as appropriate.
- Implements formative and progress assessment measures and differentiates instruction based on the results.
- Monitors and assesses student learning by utilizing appropriate assessment strategies and measures.
- Communicates effectively, both orally and in writing, with students, parents, and other professionals in a timely and professional manner.
- Collaborates with colleagues and administration to enhance the instructional environment.
- Demonstrates a commitment to continuous learning by participating in professional development opportunities to advance job-related knowledge and skills and regularly engaging in self-evaluation and reflection of instructional practices.
- Models professional and ethical standards when dealing with students, parents, peers, and the community.
- Assumes responsibility for meeting school-wide performance goals and participating in school improvement activities.
- Meets professional obligations through proactive participation in the professional evaluation process and demonstrates efficient work habits, including meeting deadlines, honoring schedules, and coordinating with others.
- Maintains accurate and timely records of instructional and non-instructional student and classroom activities.
- Performs other duties and responsibilities as assigned by their principal.

Supervisory Responsibilities

Supervises students, the classroom, and other classroom support staff.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Licensure and Experience

Illinois Professional Educator's License
Content area (K-5) experience within the last three years.

Language Skills

Ability to read, analyze and interpret general periodicals, professional journals, technical procedures, or government regulations. Ability to write reports, business correspondence, and procedural directives. Ability to effectively present information and respond to questions from groups of students, parents, administrators, and the general public.

Mathematical Skills

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability

Ability to solve practical problems and deal with various concrete variables in situations where only limited standardization exists. Ability to interpret various instructions furnished in writing, oral, diagram, or schedule form.

Other Skills and Abilities

Ability to apply knowledge of current research and theory to the instructional program. Ability to plan and implement lessons based on content knowledge, school objectives, and the needs and abilities of the students. Ability to establish and maintain effective relationships with students, parents, and colleagues. Ability to communicate orally and in writing. Ability to perform duties with awareness of all District requirements and Board of Education policies.

Physical Demands: *The physical demands described here represent those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is required to stand, talk, hear, walk and sit. In addition, while performing the duties of this position, the employee may occasionally push or lift up to 50 pounds, such as boxes of books or computer carts. The employee is directly responsible for the safety, well-being, and the work output of other people. Specific vision requirements of this position include close vision such as reading handwritten material, and the ability to adjust focus. This position requires the individual to meet multiple demands from several people and to interact with the public and other staff.

Work Environment: *The work environment characteristics described here represent those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to individuals with disabilities to perform the essential functions.*

Duties are performed indoors and occasionally outdoors. Therefore, the noise level in the work environment can at times be moderate to loud.

Terms of Employment

Salary and work year consistent with teachers' contract.

Evaluation

Job performance is evaluated in accordance with District guidelines by the Principal.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position, and additional duties may be assigned.