



LOWER ELEMENTARY CLASSROOM TEACHER (PRE-K - GRADE 3)

QUALIFICATIONS:

- Professional Educator License (PEL) from the State of Illinois with Endorsement
- Minimum of a Bachelor's Degree from an accredited college or university
- One or more years of experience teaching PreK-Grade 3 except in the case of a new college graduate
- Student taught in PreK-Grade 3
- Other qualifications that are deemed important by the Board of Education

REPORTS TO:

- Building principal or other designated supervisor.

JOB GOAL:

- To help students learn subject matter, skills, and attitudes that will contribute to their development as mature, able, and responsible men and women.

PERFORMANCE RESPONSIBILITIES:

1. Plans and implements instructional programs in accordance with the district's philosophy and curricular objectives; adheres to approved policies and procedures of the district
2. Meets and instructs assigned classes in the locations and at the times designated
3. Plans a program of study that motivates students and, as much as possible, meets the needs, interests,, and abilities of the students
4. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of students
5. Prepares for assigned classes and shows written evidence of preparation upon request of immediate supervisor
6. Guides the learning process toward the achievement of curriculum goals and establishes clear objectives for lessons and communicates these objectives to students
7. Employs a variety of instructional techniques and instructional media, consistent with the needs and capabilities of the individuals and/or student groups involved
8. Assesses the accomplishments of students on a regular basis and provides feedback and progress reports as required
9. Works cooperatively with other school personnel in the identification, diagnosis, and remediation of individual students with specialized needs
10. Encourages students to become responsible in maintaining acceptable standards of classroom behavior
11. Assists administrators in implementing policies and rules concerning student conduct; in the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in a fair and just manner
12. Takes necessary and reasonable precautions to be responsible for and to protect students, equipment, materials, and facilities
13. Maintains accurate, complete, and punctual records as required by law, District policy, and administrative direction
14. Makes provisions to be available to students and parents as needed for education-related purposes
15. Attends staff meetings and contributes to ongoing development of District programs through constructive involvement
16. Strives to maintain and improve professional competence; demonstrates awareness of strengths and limitations, acknowledging recommendations, and setting personal and professional goals for improvement
17. Possesses and maintains current information and academic background; demonstrates observable knowledge of theory and content in general education and subject matter specialization appropriate to elementary and/or secondary level
18. Treats personal information about students, parents, or staff members confidentially and ethically by discussing such personal information only with individuals having a demonstrable educational interest in the student
19. Maintains communication and positive relationships with students, colleagues, parents, and community
20. Supports the Bloomington Public Schools, School District 87 and imparts a positive image of the District within the community