

**BUCKEYE VALLEY LOCAL SCHOOLS  
JOB DESCRIPTION**

**Position:** Middle School Teacher

**Reports to:** Middle School/High School Principal and Assistant

**Employment Status:** Regular/Full-time

**FLSA Status:** Non-Exempt

**Description:** To teach according to the provided courses of study

**NOTE:** The below lists are not ranked in order of importance

**Essential Functions:**

- Ensure safety of students
- Demonstrate knowledge of subject matter and present clear, complete and accurate explanations utilizing a variety of instructional techniques and media suitable to the level of learners
- Maintain respect at all times for confidential information
- Attend meetings and in-services as required per negotiated agreement
- Refer students suspected of learning difficulties to the intervention assistance team
- Observe ethics of the teaching profession
- Follow/support/carry out the district and building mission statement
- Refer attendance, health, and psychological/emotional problems to Principal and/or Guidance Counselor

**Other Duties and Responsibilities:**

- Maintain and improve professional competence by attending professional seminars, workshops, etc. to keep current on relevant issues
- Support school, enforce school rules and policies and work collaboratively with team members
- Perform other duties as assigned by the Building Principal or designee

**Qualifications:**

- Bachelor's degree or equivalent from a four-year college or university
- Appropriate State of Ohio certifications/license
- Prior teaching experience is preferable
- Such alternatives to the above qualifications as the Superintendent and/or Board of Education may find appropriate

**Required Knowledge, Skills, and Abilities:**

- Knowledge of academic area and teaching methodology
- Skills that foster and facilitate learning and classroom management
- Educational pedagogy
- Student/teacher relationship
- Professionalism

**Equipment Operated:**

- Computer
- Printer
- TV
- VCR or DVD player

**Additional Working Conditions:**

- Occasional evening work
- Occasional exposure to blood, bodily fluids, and tissue
- Occasional interaction with unruly students
- Occasional operation of a vehicle in inclement weather conditions, i.e., being prepared to work on all scheduled school days, except calamity days
- Occasionally lift, carry, push, and pull various items up to a maximum of 25 pounds
- Occasional travel, e.g., attending workshop outside of district

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the incumbent. The incumbent will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority.

\_\_\_\_\_  
Superintendent or designee

\_\_\_\_\_  
Date

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Adoption date: