

FAIRFIELD PUBLIC SCHOOLS

Job Description

- I. JOB TITLE: Classroom Teacher
- II. CERTIFICATION/QUALIFICATIONS: As set by state certification authorities.
- III. WORK YEAR: 10 months
- IV. REPORTS TO: Building Administrator
- V. JOB GOALS: To help students in the learning process through the effective application of instructional skills and knowledge of appropriate subject matter.
- VI. PERFORMANCE RESPONSIBILITIES:
 - A. Professional Knowledge
 1. Demonstrates facility in the skills of reading, writing and mathematics.
 2. Demonstrates knowledge of the subject to be taught.
 3. Demonstrates knowledge of human growth and development as it relates to the teaching/learning process.
 4. Demonstrates knowledge of the American public school system.
 - B. Instructional Planning and Student Evaluation
 1. Plans instruction to achieve selected objectives.
 2. Effectively assesses student needs and progress.
 3. Knows and follows curriculum as specified by the Board of Education.
 4. Participates in curriculum development appropriate to assignment.
 5. Reviews and analyzes book selections, equipment, and other instruction materials.
 - C. Instruction
 1. Effectively implements instructional plans and uses appropriate instruction techniques.
 2. Effectively communicates with students.
 3. Helps students develop positive self-concepts.
 4. Facilitates the independence of the student as learner.
 5. Effectively organizes time, space, materials and equipment for instruction.
 6. Effectively meets the needs of all students (including the exceptional student).
 7. Establishes a positive learning environment.
 8. Provides meaningful reinforcement in application of knowledge and skills.
 9. Makes clear and reasonable assignments.
 - D. Professional Responsibilities
 1. Meets professional responsibilities:
 - a. Cooperates with fellow teachers, administrators, and supervisory staff.
 - b. Maintains the ethics of the profession.
 2. Encourages and maintains the cooperative involvement and support of parents and the community.