



FLOWING WELLS SCHOOL DISTRICT JOB DESCRIPTION

JOB TITLE:	Teacher
DEPARTMENT:	School Site
REPORTS TO:	Principal
FLSA STATUS/CLASSIFICATION:	Exempt
SUPERVISORY DUTIES:	No
APPROVED ON:	11/22/2016

SUMMARY:

Plans, organizes and implements an instructional program aligned with national, state and district curriculum standards in a learning environment designed to develop and fulfill the academic potential of the students.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Manages and organizes all aspects of the classroom to ensure a safe, inviting environment where students are appropriately supervised and engaged in learning.
- Maintains accurate, complete records as required by law, District policy, and administrative regulation.
- Utilizes effective interpersonal skills to promote a positive and stimulating learning environment for all students.
- Designs, develops and implements standards-based curriculum and provides effective instruction at appropriate levels of thinking with modeling, independent practice and frequent checking for understanding.
- Provides differentiated instructional strategies to meet the needs of exceptional student learners.
- Engages in ongoing professional development for standards-based content and instructional strategies and works collaboratively with others.
- Acts in accordance with defined teacher responsibilities, both legal and professional.

KNOWLEDGE, SKILLS & ABILITIES:

- Ability to communicate effectively verbally and in writing.
- Skills in effective teacher-parent communication strategies.
- Knowledge in curriculum, instruction, and assessment.
- Ability to apply common sense understanding to solve practical problems and deal with a variety of situations.
- Ability to deal effectively with matters of confidentiality.
- Ability to work cooperatively and courteously with staff, students, parents and community members.
- Knowledge of applicable Federal and State laws, district procedures and Board policies.
- Ability to handle confrontation and conflict without an emotional response.
- Skills in time management.

QUALIFICATIONS & REQUIREMENTS:

Education & Experience:

- Valid Arizona Teaching Certification.
- Valid Arizona IVP Fingerprint Clearance card.
- Must meet Title I Qualified (T1Q) criteria for subjects taught.

Computer Proficiency: Demonstrated general proficiency in computer programs including Microsoft Excel and Word.



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PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. 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 reach with hands and arms. The employee is frequently required to sit and occasionally stand and walk. The employee may be required to move ten pounds and could occasionally lift or move up to twenty-five pounds.

WORK ENVIRONMENT:

Indoor office environment. This position regularly works indoors. The noise level in the work environment is generally quiet to moderate and may become excessively noisy at times. Will have contact with employees, external agencies and the public.

Disclaimer: The duties and responsibilities identified in this position description are illustrative only and are in no way intended to be a complete list of activities that may be required of an incumbent. The information contained in this job description is for compliance with the American Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.