



FLINT COMMUNITY SCHOOLS

An Equal Opportunity Employer

Employee Job Description

Job Title: **Social Studies Teacher**

Job Summary:

Plans, implements and assesses a program of instruction that adheres to the district's mission, philosophy and objectives while creating a nurturing and stimulating learning environment in which every student is expected to reach their own academic potential. Assist each student in the development of competence in Social Studies standards.

With campuses throughout the City of Flint, Flint Community Schools has a long and rich tradition of community education. Flint Community Schools provide a range of academic, extended services and extracurricular activities at the elementary and secondary levels to meet the needs of our students and their families. The district's mission is to develop a community of learners who are prepared to live, work and contribute to an ever-changing society.

Essential Functions:

Creates a classroom environment conducive to learning by employing a variety of appropriate teaching strategies.

Develops and effectively implements purposeful and appropriate lesson plans.

Demonstrates high expectations for student achievement and behavior.

Presents information and directs structural learning experiences so that individual students learn.

Addresses the affective needs of students.

Develops, in accordance with district and building guidelines, reasonable rules of classroom behavior and appropriate discipline techniques which are consistent with those rules.

Assesses progress of students on an on-going basis.

Works cooperatively with parents to strengthen the educational program for their children.

Works cooperatively with the administration to develop and maintain positive public relations within the community.

Keeps current in subject matter knowledge, educational research, learning theory and professional development trends.

Indicates a willingness to work collaboratively for school improvement.

Demonstrates a willingness to become involved in extra-curricular activities which extend the learning experiences of students.

Maintains a positive attitude and a sense of humor.

Maintains appropriate work habits, including regular and punctual attendance and appropriate use of conference and planning time.

Respects the confidentiality of records and information regarding students, parents and teachers in accordance with accepted professional ethics and state and federal laws.

Performs those record-keeping duties necessary to maintain the accountability required for the instructional program and as required by the building principal.

Assists in the selection of books, equipment and other instructional materials, as requested.

Attends staff, department and committee meetings as required.

Utilizes basic computer skills.

Utilizes technology as an educational tool.

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

Qualifications:

Education: Valid Michigan Secondary Teacher Certification, with Social Studies endorsement. Meet requirements for highly qualified status under NCLB and Michigan Highly Qualified Teacher standards in this subject-MTTC scores.

Experience: Successful classroom teaching experience preferred.

Skills: The ability to work cooperatively on a teaching team.

The ability to communicate with students effectively through speaking, reading and writing as appropriate for the needs of the audience.

Basic computer skills in Microsoft Office, Internet, Email and on-line grading.

Knowledge of common assessments and teaching methods.

Ability to motivate students.

Other Requirements:

Residence within a 60-mile radius of the borders of the District is required; residence within the City of Flint is preferred. Newly hired employees must satisfactorily pass: 1) physical examination by a medical doctor; 2) police clearance; 3) reference check, including digital fingerprinting; and 4) 5-panel drug test. Must comply with Student Safety Initiative Legislation as amended.

Evaluation:

Performance of this position will be evaluated annually in accordance with provisions of the Master Teacher Contract between the Board of Education of the City of Flint, Michigan and the United Teachers of Flint, Inc.

The information contained in this job description is not an exhaustive list of the duties performed for this position. Other duties within the classification and the physical demands of the job may be assigned.

Certification: Required ☒ Not Required ☐ Desirable ☐

Type of Certification: Administrative ☐ Teacher ☒ Other ☐

Bargaining Unit Position: Yes ☒ No ☐

Salary Schedule: Master Teacher Basic Salary Schedule

Reports To: Building Principal

Supervision: N/A

Physical Demands: Sedentary (see U.S. Department of Labor Guidelines)

Date: 12/13/18

Statement of Assurance of Compliance with Federal Laws

It is the policy of the Flint Community Schools not to discriminate on the basis of race, color, national origin, age, gender, height, weight, disability, religion, or marital status in any of its programs, activities, or employment. Inquiries should be addressed to the:

Executive Director of Human Resources/Legal Affairs
923 E. Kearsley Street • Flint, Michigan 48503-1974 • (810) 760-1218

Translation services are available upon request, please call 760-1259

خدمات ترجمة متوفرة تحت الطلب، الرجاء أن تتصلوا على رقم الهاتف-760-1259

Ponemos a sus órdenes el servicio de traducción. Las personas interesadas, favor de llamarnos al 760-1259

設有翻譯服務，祇要提出要求，請電

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