



## Greater Albany Public Schools Secondary Social Studies Teacher

**Salary Level:** See current CBA  
**Reports to:** Principal

**Classification:** Licensed  
**Work Calendar:** 191-day

### **Position Description:**

- Under the general supervision of the School Principal, to develop students' knowledge and understanding of world cultures and cultural evolution; to develop skills in research of social orders; and develop an understanding of the existence and importance of geographical, historical, cultural and political factors that influence the development of world societies, socio-economic systems and political systems, as well as their inter-relationship and interdependence.
- To foster an understanding and appreciation of world cultures, languages, racial, ethnic and religious groups, and political systems.

### **Responsibilities:**

#### **Leadership and Advocacy**

- Establish and maintain cooperative working relationships with colleagues
- Participate in collaboration, committees, and meetings with colleagues in order to maximize collective efficacy of the team
- Ability to engage in self-evaluation with regard to performance and professional growth
- Seeks out professional knowledge, staying apprised of current developments in the field
- Partners with families to support student learning

#### **Student Support**

- Ability to communicate effectively with students and families
- Ongoing assessment of student learning, with responsive differentiation to meet student needs, including those of students with IEPs and 504 plans
- Organizes and maintains a system of accurate and up-to-date record keeping, grading and reporting for all student activities, achievement and attendance
- Ensure students understand school behavior expectations, and support them in rising to those expectations

#### **Instructional Expertise**

- Knowledge of current teaching methods and pedagogy
- Develops and administers school curriculum consistent with district and school goals and objectives
- Develops lesson plans that maximize utilization of time for instruction
- Knowledge of applicable federal and state laws regarding education and students
- Ability to use computer software, systems, and applications as needed

### **Additional Responsibilities:**

- Develops and administers Social Studies curriculum consistent with school district goals and objectives.
- Develops lesson plans and instructional materials and translates lesson plans into learning experiences to develop unit organization around historical problems, challenge students, and best utilize the available time for instruction.

- Teaches knowledge of social studies, incorporating history, geography, economics, political science, systems of government, education, responsible citizenship, and humanities.
- Develops students' understanding of various racial, ethnic, religious and political groups and mores, as well as socio-economic status, and the influence of various factors on human rights and freedom
- Fosters an understanding of the continuity and patterns of human behavior through the ages, and an awareness of the complexity and interrelationship of local, state, national and world problems and approaches to their solution(s).
- Demonstrates the manner in which the past provides a comparative basis from which to evaluate the nature of current issues and predict courses of action for the future, with continuous cross reference to contemporary matters of importance.
- Develops students' research skills, interpersonal skills, and ability to make critical value judgments and contribute to the thoughtful exchange of ideas, through a variety of reading, writing, group discussion and presentation assignments to stimulate self-reliance in problem-solving and drawing conclusions.
- Promotes students' critical analysis of the effect media has on the flow of information and shaping of public discourse, and encourages students to seek out and compare alternative sources of information concerning the key issues of their world.
- Conducts ongoing assessment of student learning and progress, and modifies instructional methods to fit individual student's needs, including students with special needs; conducts individual and small group instruction as needed.
- Continues to acquire professional knowledge and learn of current developments in the educational field by attending seminars, workshops or professional meetings, or by conducting research.
- Organizes and maintains a system for accurate and complete record-keeping, grading, and reporting for all student activities, achievement and attendance as required by district procedures and applicable laws.
- Encourages parental involvement in students' education and ensures effective communication with students and parents.
- Ensures that student conduct conforms to the school's standards and school district policies, and establishes and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- Coordinates with other professional staff members, especially within grade level, and participates in faculty meetings and committees.
- Selects and requisitions appropriate books, instructional aids and other supplies and equipment and maintains inventory records.
- Performs other related tasks as assigned by the Principal and other central office administrators as designated by the Superintendent.

**Minimum Requirements:**

- Oregon TSPC Certification as a Social Studies Teacher
- Knowledge of current teaching methods and educational pedagogy, as well as differentiated instruction based upon student learning styles.
- Knowledge of world history in a variety of sub-topic subjects, including history, geography, sociology, economics, political science, systems of government, education, responsible citizenship, anthropology, and humanities.
- Knowledge of humanity's major problems and approaches to their solution(s) in the past.
- Knowledge of data information systems, data analysis and the formulation of action plans.
- Knowledge of applicable federal and state laws regarding education and students.

- Ability to use computer network systems and software applications as needed.
- Ability to organize and coordinate work.
- Ability to communicate effectively with students and parents.
- Ability to engage in self-evaluation with regard to performance and professional growth.
- Ability to establish and maintain cooperative working relationships with others contacted in the course of work.

**Desired Qualifications:**

- Masters Degree preferred
- Bilingual English / Spanish preferred but not required
- Successful prior teaching experience for the appropriate grade level preferred.

**Anti-Discrimination Policy and Commitment to Diversity:**

We believe that diversity is strength, and we are committed to maintaining an inclusive, multicultural network. We are an equal-opportunity employer and welcome all qualified applicants.

**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 this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Frequent or prolonged sitting. Crouching to work with younger students. Possibly moderate to high noise level. Frequent and prolonged talking/listening in conversations/meetings. Requires accurate perceiving of sound. Requires handling and working with a variety of materials and objects. Work may occasionally involve lifting/carrying objects weighing 10-30 pounds. Possible exposure to bodily fluids due to student injury or illness. Possible exposure to bodily harm due to student behaviors.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position is primarily performed indoors in school buildings with outdoor instruction and supervision. This position involves working in close proximity to groups of children and adults. Evening and/or extended work hours may be required. This position may require traveling to multiple work sites.

**Note:** This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this (or the position itself) at any time it deems advisable.

**Employee Statement:** I hereby certify that I possess the physical and mental ability to regularly attend work and fulfill the essential functions of the above position either with or without reasonable accommodations. If I require accommodation(s) in order to fulfill any or all of these essential functions I will inform the District prior to actually beginning work. I have read and understand this job description.

**I have read and understand this job description.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_