



MOUNT HEALTHY CITY SCHOOLS JOB DESCRIPTION

TITLE	Teacher	PAY GRADE	TEACHER SALARY SCHEDULE
JOB CODE	230	SALARY RANGE	PER CONTRACT
REPORTS TO	Reports to the Principal	POSITION TYPE	Full-Time (174 Days), Bargaining Unit

This description is intended to indicate the kinds of tasks and levels of work difficulty required of this title. This description is not intended to limit or in any way modify the rights of management to assign, direct, and control the work of employees under supervision. The listing duties and responsibilities shall not be held to exclude other duties assigned that are of similar kind or level of difficulty.

POSITION SUMMARY:

Develops and leads daily instructional activities for MTHCS students in accordance with District's high expectations for all students and Ohio teaching standards. Creates lesson plans and prepares materials for lectures & presentations. Creates methods to impart and reinforce lessons to students of all learning levels and abilities. Administers tests and quizzes in accordance with MTHCS and/or state policies & procedures. Partners with appropriate school personnel to assess and administer behavior management plans to positively reinforce MTHCS behavior and matriculation policies & standards. Ensures a nurturing and supportive environment for student learning.

ESSENTIAL DUTIES:

- Develops lesson plans in alignment with applicable state of Ohio education standards and objectives (i.e., Common Core, etc.).
- Assembles and prepares materials for instructional lectures and presentations.
- Facilitates and delivers instruction for assigned subject(s). Presents lessons in a comprehensive manner using audio/visual aids (where applicable) to facilitate lesson delivery & learning. Provides differentiated instruction to students as necessary to promote individualized learning.
- Administers and grades homework assignments, classroom work, tests & quizzes. Checks for student understanding and provides regular feedback. Documents students' progress in appropriate databases.
- Administers standardized tests in accordance with applicable MTHCS and/or Ohio policies & procedures.
- Partners with intervention specialists and school leadership to plan and execute unique educational in-class and outdoor activities and events.
- Collects and analyzes data related to individual and collective student performance. Develops & issues reports (progress reports, report cards, internal reports, etc.) to students, parents/guardians, and administrators as needed.
- Arranges and conducts confidential feedback meetings with parents/guardians to exchange information and feedback regarding their students' progress and support needs. Where necessary, assists parents/guardians with accessing District support services.
- Chaperones students and manages classroom dynamics to ensure that all students are learning in a safe & constructive environment.
- Provides guidance and training to assigned Instructional Assistants as needed.
- Partners with assigned school personnel to assess and administer behavior management plans that align with the school-wide positive behavior interventions & supports (PBIS) program. Partners with students to promote positive behavior outcomes.
- Attends and participates in required school and MTHCS sponsored meetings & events.
- Collaborates with district colleagues on assigned projects & initiatives.
- May perform supplemental teaching duties.
- Performs other duties as assigned.

LEVEL OF SUPERVISION:

No supervision responsibilities.



MOUNT HEALTHY CITY SCHOOLS JOB DESCRIPTION

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Education or related field.
- Valid Ohio teaching license and required subject/grade level endorsements.
- Prior teaching experience helpful.
- Knowledge of Ohio education standards.
- Knowledge of District learning resources.
- Strong relationship building, communication and presentation skills with school age children & parents/guardians. Good interpersonal relationship skills including cultural sensitivity & competence.
- Ability to use relational techniques and strategies to elicit positive behavior & compliance from students.
- Ability to efficiently multi-task on a daily basis.
- Knowledge of community resources.
- Proficiency with use of PC hardware & basic software (i.e. Microsoft office), email, and office equipment (i.e., copier, fax, scanner, telephone, etc.). Proficiency with MTHCS databases.
- Ability to preserve confidentiality of student information and records.

CLEARANCES:

Criminal Justice Fingerprint/Background Clearance (FBI/BCI)

WORKING CONDITIONS:

- Performance of duties requires constant talking, hearing, engagement in repetitive motions, and eye/hand/foot coordination. Frequent standing, walking, lifting, carrying, pushing, stooping, kneeling, crouching, reaching, handling, grasping, and feeling. Occasional sitting, climbing, balancing, and crawling.
- Performance of primary duties takes place in a school environment with constant exposure to noise. Occasional exposure to hazards. Frequent light to medium physical effort.

The qualifications listed above are intended to represent the education, experience, skill and ability levels typically needed to successfully perform the essential duties contained in this job description. Mount Healthy City Schools (MTHCS) is an equal opportunity employer and does not discriminate against individuals regardless of race, sex, sexual orientation, religion, national origin, age, gender identity or expression, ancestry, familial status, military status or disability in its programs, activities, and employment policies. MTHCS fully supports the hiring and employment of individuals with physical or mental disabilities who meet the job qualifications, so long as the individuals are able to perform the essential duties of the position with or without reasonable accommodation.