HOUSTON INDEPENDENT SCHOOL DISTRICT - JOB DESCRIPTION

POSITION TITLE: Achieve 180 Teacher

DATE: 02/19/18

JOB CODE: Varies

SALARY GRADE: RT/VT

CONTRACT LENGTH: Varies

IMMEDIATE SUPERVISOR: Principal

POSITION SUMMARY
Provides students at designated Turn Around campuses with appropriate learning activities and experiences designed to fulfill their potential for intellectual, emotional, physical, and social growth.

TEKS based curriculum will be fully implemented and rigorous lesson plans will be developed using the backward design planning process. Instructional non-negotiables will include but are not limited to daily posting of lesson TEKS, small group instruction, and daily evidence of student mastery of lesson objective(s).

A schedule of common assessments will be adhered to by all core content teachers. Common assessments will be administered every 4-6 weeks per core subject.

Data analysis conversations will be scheduled immediately following every formative assessment. Action plans will be developed to identify individual students and student expectations (SE) that need re-teaching immediately to ensure mastery.

Teachers will be responsible for uniformly tracking and displaying data for all students in kindergarten through 12th grade, disaggregated by teacher, student, race, and gender.

Teacher professional development and planning/collaboration time may include up to an additional two hours, one day a week.

ILLUSTRATIVE DUTIES:

- Plan a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students.
- Create a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Fully implement a TEKS based curriculum and develop rigorous lesson plans using the backward design planning process. Instructional non-negotiables will include but are not limited to daily posting of lesson TEKS, small group instruction, and daily evidence of student mastery of lesson objective(s).
- Adhere to a schedule of common assessments. Common assessments will be administered every 4-6 weeks per core subject.
- Schedule data analysis conversations immediately following every formative assessment. Develop action plans to identify individual students and student expectations (SE) that need re-teaching immediately to ensure mastery.
- Uniformly track and display data for all students in kindergarten through 12th grade, disaggregated by teacher, student, race, and gender. Prepare lessons that reflect accommodations for individual differences.
- Prepare for classes assigned and show written evidence of preparation upon request of immediate supervisor.
- Encourage students to set and maintain standards of classroom behavior.
- Guide the learning process toward the achievement of curriculum goals and, in harmony with the goals, establish clear objectives for all lessons, units, projects, and the like to communicate these objectives to the students.
- Employ a variety of instructional techniques and instructional media consistent with the physical limitations of the location provided, and the needs and capabilities of the individuals or student groups involved.
- Strive to implement, by instruction and action, the district’s philosophy of education and instructional goals and objectives.
- Assess the accomplishments of the students on a regular basis and provide progress reports as required.
- Refer students for evaluation by district specialists as required.
- Take necessary and reasonable precautions to protect the students, equipment, materials, and facilities.
- Maintain accurate, complete, and correct records as required by law, district policy, and administrative regulations.
- Assist the administration in implementing all policies and rules governing student life and conduct. Develop reasonable rules of classroom behavior. Maintain order in the classroom in a fair and just manner.
- Make provisions for being available to the students and to the parents for education-related purposes when required.
- Plan and supervise purposeful assignments for teacher aide(s) and volunteer(s) and, cooperatively with department heads, evaluate their job performance.
- Maintain and improve professional competence.
- Participate in district staff development consisting of teacher professional development and planning/collaboration time up to an additional two hours, one day a week.
• Attend staff meetings and serve on staff committees.
• Maintain a professional relationship with colleagues.
• Establish and maintain open lines of communication with students, parents, and community members.
• Maintain open communication with parents.
• Perform other job-related duties as assigned.

POSITION REQUIREMENTS:

Education:
• Minimum of a Bachelor’s degree from an accredited college or university.
• Texas Teacher Certificate appropriate for level and/or subject area of assignment.

Other Requirements:
• Ability to communicate effectively in both written and oral forms with all levels of management, both internal and external to the district.
• Ability to establish and maintain effective working relationships both internal and external to the district.
• Ability to adjust the eye to bring an object into focus; judge distance (close and distant); reach with arms extended and use hands to manipulate the keyboard.
• Ability to lift and carry up to 10 pounds, stoop, kneel, crouch, walk, twist, bend, climb, and/or be mobile.
• Ability to travel throughout the district and city by means of private or public transportation. If driving personal (or private) vehicle, must possess a valid driver’s license and appropriate insurance coverage.