



# HUMBLE INDEPENDENT SCHOOL DISTRICT

## Job Description

**TEACHER, REGULAR ED**

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<b>Reports to:</b>	Principal
<b>School/Department:</b>	Assigned Campus
<b>Wage/hour status:</b>	Exempt
<b>Days:</b>	187
<b>Created/revised:</b>	August, 2022

### Primary Purpose:

Provide students with appropriate learning activities and experiences designed to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society.

### Qualifications:

#### Education/Certification:

Bachelor's degree from accredited college or university

Valid Texas teaching certificate with required endorsement(s) for subject and level assigned

#### Special Knowledge/Skills:

Knowledge of subjects assigned

General knowledge of curriculum, instructional strategies and assessment

Ability to instruct students and manage their behavior

Strong organizational, communication, and interpersonal skills

#### Experience:

Evidence of student teaching or participation in approved internship program

### Major Responsibilities and Duties:

#### Instructional Strategies

1. Develop and implement lesson plans that fulfill the requirements of district's curriculum program and show written evidence of preparation as required.
2. Prepare lessons that reflect accommodations for differences in student learning styles.
3. Present subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.
4. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.



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5. Conduct assessment of student learning styles and use results to plan instructional activities.
6. Work cooperatively with special education teachers to modify curricula as needed for students with disabilities according to guidelines established in Individual Education Plans (IEP).
7. Participate in ARD Committee as required for special education students.
8. Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
9. Plan and supervise assignments of teacher aide(s) and volunteer(s).
10. Use technology to strengthen the teaching/learning process.

### **Student Growth and Development**

11. Help students analyze and improve study methods and habits for life-long learning.
12. Conduct ongoing assessment of student achievement through formal and informal testing.
13. Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal.
14. Be a positive role model for students; support mission of school district.

### **Classroom Management and Organization**

15. Use strategies to motivate students for learning and maintain supportive environment.
16. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
17. Manage student behavior in accordance with Student Code of Conduct and student handbook.
18. Take all necessary and reasonable precautions to ensure a safe environment for students. Take all necessary and reasonable precautions to protect equipment, materials, and facilities.
19. Assist in selection of books, equipment, and other instructional materials.
20. Use technology to support classroom management tasks.

### **Communication**

21. Establish and maintain open lines of communication by conducting conferences with parents, students, principals, and teachers.



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22. Maintain a professional relationship with colleagues, students, parents, and community members.
  23. Use effective communication skills to present information accurately and clearly.

### **Professional Growth and Development**

24. Participate in staff development activities to improve job-related skills as listed in local Board policy.
25. Exhibit a willingness to collaborate with colleagues and other professionals for continuous growth and development.

### **Other**

25. Keep informed of and comply with state, district, and school regulations including policies and guidelines for classroom teachers.
26. Compile, maintain, and file all physical and computerized reports, records, and other documents required.
27. Attend and participate in faculty meetings and serve on staff committees as required.
28. Knowledge of campus improvement plan, curriculum standards, and implementation of applicable components.

### **Supervisory Responsibilities:**

Supervise assigned teacher aide(s).

### **Working Conditions:**

#### **Mental Demands/Physical Demands/Environmental Factors:**

Maintain emotional control under stress.

Frequent standing, walking, lifting, stooping, bending, kneeling, pulling and pushing

Move small stacks of textbooks, media equipment, desks, and other classroom equipment

May be exposed to biological hazards

Occasional prolonged hours and/or evening duties

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.