

TITLE: Teacher

QUALIFICATIONS

1. Idaho Teaching Certificate with appropriate endorsement
2. Demonstrated knowledge of subject matter and effective teaching methods
3. Strong background in curriculum and the Idaho Core Standards
4. Strong background in the integration of technology with instruction and in creating and completing required reports
5. Ability to maintain a positive learning environment
6. Work well with students, staff, and the public
7. Excellent organizational skills
8. Excellent interpersonal and communication skills
9. Able to work under deadlines
10. Maintain confidentiality of staff and students
11. Such alternatives to the above qualifications as the Board may find appropriate and acceptable
12. Growth mindset
13. Effective use of de-escalation skills when working with frustrated parents, students, or staff
14. Adept at building capacity and empowering self-efficacy in others
15. Model integrity, authenticity, transparency, responsible leadership, ethical supervision and the highest standard of professionalism

PRIMARY RESPONSIBILITY TO

Building Principal

JOB SUMMARY

To provide opportunities for every student to develop his/her full potential intellectually, emotionally, and psychologically

PERFORMANCE RESPONSIBILITIES: (Typical tasks shall include but not be limited to:)

1. INSTRUCTION OF SUBJECT:

- a. Possesses a thorough comprehension of content in his/her teaching fields
- b. Employs varied methods and materials that impart the knowledge of his/her subject area in a clear and concise manner
- c. Presents at and meets with all assigned classes at the location and time specified
- d. Prepares for classes and shows written evidence of preparation to immediate supervisor
- e. Strives to maintain and improve professional competence

2. EVALUATION OF STUDENTS:

- a. Evaluates students' progress through assessment data or other appropriate methods and responds accordingly with suitable interventions, remediation, and/or acceleration
- b. Seeks assistance of authorized school personnel when the need arises

3. ADVISING AND COUNSELING:

- a. Counsels with students, colleagues and parents on educational matters
- 4. DEVELOPING CURRICULUM:
 - a. Cooperates with the other staff members in planning instructional goals, objectives, and methods that are aligned with district and state curriculum standards
 - b. Helps select textbooks and other instructional materials and equipment which complement district and state curriculum standards
- 5. SUPERVISION AND DISCIPLINE:
 - a. Creates and maintains a classroom environment that is conducive to effective learning
 - b. Supervises students outside the regular classroom as assigned
 - c. Upholds and enforces rules and regulations set by administrative and district policy
- 6. EXTRACURRICULAR RESPONSIBILITIES:
 - a. Assists with activities during or outside the instructional day that are assigned
- 7. RECORDING AND REPORTING:
 - a. Promptly completes all assigned or required reports
 - b. Makes accurate and fair reports to parents on student achievement
 - c. Keeps an easily interpreted grade book that accurately portrays student progress
- 8. CARE OF SCHOOL EQUIPMENT:
 - a. Follows appropriate procedures in caring for school equipment
 - b. Maintains a classroom that is comfortable, neat, and inviting
- 9. MEETINGS:
 - a. Attends and participates in building and district meetings or inservice workshops
- 10. PUBLIC RELATIONS:
 - a. Portrays by dress and conduct a positive image that compliments both the teacher and teaching profession
- 11. OTHER:
 - a. Performs such other duties as may be assigned by the administrative personnel

TERMS OF EMPLOYMENT: Salary and work year to be established by the Board

EVALUATION: Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on evaluation of professional personnel.

(Employee)

Adopted: March 8, 1982

Revised: January 12, 2009