LAWRENCE COUNTY SCHOOL DISTRICT

JOB DESCRIPTION

TEACHER

QUALIFICATIONS:

Proper certification by State Department of Education, with endorsement in field/subject; such other qualifications as may be set by Board of Education.

SUPERVISES: Students, instructional assistants, and student teacher(s) as assigned and directed by principal

REPORTS TO: Principal or designee

DUTIES AND RESPONSIBILITIES:

To support the Mission and Beliefs of the District when performing duties and responsibilities as assigned

TYPICAL DUTIES AND RESPONSIBILITIES:

Such duties and responsibilities as may be assigned, including but not limited to:

INSTRUCTION AND ASSESSMENT -

The teacher will deliver the instructional program in an organized and effective manner by:

- Providing quality work that engages students in learning
- Knowing how to teach the subject(s) to students
- Recognizing and responding appropriately to individual differences in students
- Differentiating instruction for a variety of developmental stages and ability levels
- Implementing adopted curriculum subject matter standards and assessment instruments to meet school and district goals
- Planning lessons in a logical sequence
- Demonstrating knowledge of the subjects to be taught and the relationship to other subjects
- Reflecting on teaching and devising ways of improving performance on an ongoing basis

- Collaborating with other educators to create the most complete educational environment possible for students
- Continuously using a variety of assessment techniques and/or models to evaluate student performance
- Using results of ongoing assessment to improve instruction
- Assuming responsibility for all students to ensure adequate yearly progress as determined by local, state, and federal standards
- Participating in the referral-to-placement process for students being referred for Child Study
- Utilizing technology in the teaching and learning process

CLASSROOM MANAGEMENT:

The teacher will exhibit effective classroom management skills by:

- Providing a physical environment that is safe, orderly, hazard-free, and conducive to learning
- Consistently implementing approved disciplinary measures to allow for effective instruction and classroom management

COMMUNICATION:

The teacher will exhibit effective communication skills by:

- Relating to parents and other community members, individual and corporate, in a positive and helpful fashion
- Writing, speaking, and presenting in a clear, concise, and well-planned manner

PROFESSIONAL DEVELOPMENT:

The teacher will exhibit professional growth by:

- Participating in self-initiated and school/district-initiated professional growth to maintain licensure and support school improvement efforts

POLICIES AND PROCEDURES:

The teacher will comply with district and school policies by:

- Adhering to policies and procedures established by district, state, and federal guidelines
- Submitting required reports efficiently, promptly, and accurately
- Inventorying classroom materials, textbooks, and equipment

OTHER DUTIES:

The teacher will perform all other assigned duties by:

- Accepting the responsibilities of co-curricular and extra-curricular duties as assigned by administration
- Participating in departmental/grade-level teams, school-level teams, and district-level committees as requested
- Attending school-related functions (e.g., PTA) outside the instructional day
- Performing other duties as assigned

TERMS OF EMPLOYMENT:

187 days annually with salary in accordance with the certified teacher salary schedule as approved by the Board of Education

EVALUATION:

Performance of certified personnel will be evaluated annually by their immediate supervisor.

Agreed to by: _____ Date: _____