

## **LaSalle-Peru High School Position Description**

<b>Position Title:</b>	Teacher	
<b>Department:</b>	Instruction	
<b>Reports To:</b>	Principal	
<b>Date Prepared:</b>	May 1998	
<b>Revised:</b>	August 2017	<b>Category:</b> Exempt

### **Duties include but are not limited to the following:**

#### **Summary**

To help students learn subject matter and skills (critical thinking/problem-solving, communication, collaboration, and creativity) that fosters their academic and social-emotional development as mature, able, and responsible men and women.

#### **Essential Duties and Responsibilities**

*(Other duties may be assigned.)*

1. Supports the Beliefs, Vision, and Mission of the District.
2. Implements the District approved curriculum and common assessments.
3. Meets and instructs assigned classes in the locations and at the times designated.
4. Plans a program of study that meets the individual needs, interests, and abilities of the students.
5. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interest of the students.
6. Encourages students to set and maintain standards of classroom behavior.
7. Guides the learning process toward the achievement of curriculum goals and --in harmony with the goals--establishes clear objectives for all lessons, units, projects and the like to communicate these objectives to students.
8. Evaluates students' academic and social growth, keeps appropriate records and prepares progress reports.
9. Is available to students and parents for education-related purposes outside the instructional day.
10. Communicates with parents, both orally and writing, on their students' progress.
11. Grows professionally through active participation in District staff development and approved workshops and graduate course work.

#### **Supervisory Responsibilities**

1. Supervises classroom and students as assigned.

#### **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **Education/Experience**

Minimum Bachelor of Arts degree.

#### **Certificates, Licenses, and Registration**

Valid Teaching License.

#### **Risk Management Function**

1. Take necessary and reasonable life safety precautions to protect students, fellow employees, and visitors
2. Take necessary and reasonable physical property safety precautions to protect equipment, materials, and facilities.
3. Observe and report hazardous physical conditions endangering persons and property
4. Observe and report unauthorized persons or suspicious property on school property
5. Observe and report physical conditions or behavior of students which may indicate neglect or abuse.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_