

Mathews County Public Schools

Position Description

JD 3-7

Title: Teacher

Reports to: Principal

Job Goal: To develop and implement an instructional program that will effectively provide the best possible education for each student.

Qualifications: As required by the State of Virginia

Primary Performance Responsibilities:



1. Professional Performance:

- A. Complies with school board policies and regulations.
- B. Works cooperatively with total staff.
- C. Relates positively to parents and community representatives.
- D. Demonstrates professional growth.
- E. Prompt and accurate with required records.
- F. Demonstrates command of Standard English, both spoken and written.
- G. Accepts responsibilities outside the classroom as they relate to the school.
- H. Uses instructional and planning time effectively.
- I. Assumes responsibility for a neat, safe environment for students committed to the teacher's care.
- J. Assumes responsibility for care of materials, equipment and facilities.
- K. Adheres to the framework of the Mathews Mark of Excellence.

2. Instructional Performance

- A. Interpersonal Relations:
 1. To practice and promote positive interactions with and among students.
 2. To demonstrate enthusiasm for learning.
 3. To demonstrate interest in students.
 4. To encourage self-direction and self- motivation in students.
- B. Subject Matter:
 1. To demonstrate knowledge of the subject matter.
 2. To demonstrate the ability to adjust presentation of the content to students' needs and interests.
- C. Planning/Materials:
 1. To maintain an organized program of instruction based on effective long-range plans.
 2. To exhibit evidence of effective lesson plans.
 3. To utilize a variety of appropriate materials and resources.
- D. Techniques/Delivery:
 1. To communicate lesson objectives and its importance to students.
 2. To utilize appropriate and varied teaching techniques and learning activities.
 3. To use out of class assignments, when appropriate, to support instructional objectives.
 4. To maintain an effective system of monitoring student progress and to inform appropriate persons.

E. Classroom Management:

1. To maintain discipline appropriate to the learning situation.
2. To keep students on task and engaged.
3. To use positive reinforcement and constructive criticism to maintain good student discipline.

Evaluation: Performance of this job will be evaluated in accordance with school board policy and Administrative regulations on evaluation of personnel.