

Mathews County Public Schools

Position Description



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 Virginia Board of Education and Mathews County School Board

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.