



NEW BRUNSWICK PUBLIC SCHOOLS

JOB DESCRIPTION

Prepare·Empower·Inspire

Teacher

REPORTS TO: Building Principal or Superintendent of Schools Designee

SALARY GRADE: As per NBEA contract

NATURE AND SCOPE OF JOB:

Teaching staff members are responsible within the scope of their certification for providing a class environment and instructional program that is conducive to student learning and growth in accordance with the curriculum and policies adopted by the Board of Education.

JOB QUALIFICATIONS:

New Jersey Teacher Certification(s) in the subject area.

ESSENTIAL JOB FUNCTIONS:

- Plans a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students.
- Creates an atmosphere that is conducive to learning and appropriate to the maturity and interests of the students.
- Guides the learning process (consistent with the course of study) toward the achievement of curriculum goals and objectives and communicates these goals and objectives to the students.
- Maintains regular attendance and other required records.
- Conveys a constructive image of the district, the school, and the profession.
- Strives to maintain and improve professional development.
- Seeks the assistance of district specialists, as needed, to attempt to remediate learning difficulties exhibited by assigned students.
- Attends staff meetings and serves on staff committees as required.
- Communicates with parents, school counselors, and other staff members regarding pupil progress.
- Establishes procedures of control to allow a maximum of teaching and a minimum of disciplinary action with due consideration given to the composition of the class.
- Encourages students to set and maintain standards of school behavior.
- Evaluates each pupil's performance and growth in knowledge and understanding and prepares appropriate reports.
- Performs other duties that may be assigned by his/her superior(s) under authority of the Board of Education.

New Brunswick Public Schools provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or

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genetics. In addition to federal law requirements, New Brunswick Public Schools complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

DATE REVISED: