



<b>TITLE:</b>	<b>Teacher</b>	<b>STATUS:</b>	<b>Exempt</b>
<b>REPORTS TO:</b>	<b>Director of Support Programs</b>	<b>TERMS:</b>	<b>179 Days</b>
<b>DEPARTMENT:</b>	<b>Support Programs</b>	<b>PAY GRADE:</b>	<b>T1</b>

**PRIMARY PURPOSE:**

Provide general education students with short-term academic and behavioral instruction to promote student success and healthy social-emotional development.

**QUALIFICATIONS:**

**Education/Certification:**

Bachelor’s degree from accredited university  
Valid Texas teaching certificate, with required endorsements for subject/level assigned

**ADDITIONAL ESL CERTIFICATION and SHELTERED Content-based language Instruction (CBLI):**

<b>Elementary (PK-5)</b>
All core content area (ELA and Reading, Math, Science, Social Studies) teachers must be ESL Certified by March 1st of the school year hired.

**Special Knowledge/Skills:**

Ability to instruct and communicate (both verbally and in writing effectively)  
Ability to successfully interact with students, professional employees, parents and district patrons  
Good knowledge of the procedures, practices, and materials required to provide appropriate learning and behavioral experiences for students to whom assigned.  
Such additions and alternatives to the above qualifications as the Board of Trustees may find appropriate and acceptable

**Experience:**

Specialized knowledge of subjects assigned; general computer skills and curriculum and instruction

**WORKING CONDITIONS:**

Mental Demands/ Physical Demands/Environmental Factors:  
While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to walk; sit; use hands for fine manipulation, handle or feel and reach with hands and arms using a keyboard and video display terminal. The employee is occasionally required to stand and stoop, kneel, crouch or crawl and climb stairs. The employee must maintain emotional control under stress, and occasionally work prolonged and/or irregular hours. The employee must regularly lift and/or move up to 10 pounds and occasionally up to 35 pounds. Specific vision abilities required by this job include close vision. The work environment is a standard office setting including standard office equipment (fax, copier, phone, computer, 10-key, etc.). The noise level in the work environment is usually low to moderate.



**Essential Functions:**

1. Develop and implement plans for the curriculum program assigned and show written evidence of preparation as required.
2. Present the subject matter according to guidelines established by Texas Education Agency, NCISD expectations, board policies, and administrative regulations. Prepare lessons that reflect accommodation for individual student differences
3. Employ a variety of instructional techniques and media consistent with the needs and capabilities of the student groups involved.
4. Provide direct instruction based on the student’s MTSS intervention plan.
5. Collaborate with regular classroom teachers regarding student needs and progress.
6. Communicate with parents through conferences and other means to discuss student’s progress.
7. Plan and supervise purposeful assignments/tasks for behavior aides.
8. Maintain accurate records for documentation of student progress.
9. Consult with staff members including Coordinator of Behavior Support and Behavior Specialist, regarding interventions for students.
10. Attend all necessary training and department meetings.
11. Establish control in the classroom and administer discipline in accordance with board policies and administrative regulations.
12. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
13. Keep informed of and comply with state district, and school regulations and policies for classroom teachers.
14. Articulate the district’s mission and goals in the area of counseling to the community, when appropriate, and solicit its support in realizing the mission.

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The above statements are intended to describe major job functions of this position and are not intended to represent an exhaustive list of all responsibilities, duties, and skills required. The Superintendent or designee may assign additional duties when deemed appropriate.

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in the job description are representative of the knowledge, skills, ability, and physical demands required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

*Special funding: If my position is funded by grants, federal funding, or other special funding, I understand that my employment is expressly conditioned on the availability of full funding for the position. If full funding becomes unavailable my employment is subject to termination or nonrenewal, as applicable. I understand this job description is supported by a single cost objective, even though funding could be split among multiple sources.*

I have read and understand the responsibilities and duties required for this position as outlined above. I understand the duties and can perform all essential job functions listed above.

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Signature

Printed Name

Date