

OCSJ Job Description

POSITION TITLE: Teacher
DEPARTMENT: Instruction/School
REPORTS TO: Principal

Instructs students in activities designed to promote social, physical, and intellectual growth in the subject matter and skills that will contribute to their development as mature, able and responsible men and women.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Teaches State and District approved curriculum.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Prepares for classes assigned.
- Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Employs a variety of instructional techniques and instructional media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
- 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.
- Assists the administration in implementing all policies and rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
- Assesses the accomplishments of students on a regular basis and provides progress reports as required.
- Evaluates pupils' academic and social growth, keeps appropriate records and prepares progress reports.
- Encourages students to set and maintain standards of classroom behavior.
- Diagnoses the learning disabilities of students on a regular basis, seeking the assistance of district specialists as required.
- Maintains accurate, complete, and correct records as required by law, district policy, and administrative regulations.
- Is available to students and parents for education-related purposes outside the instructional day.

SUPERVISORY RESPONSIBILITIES

- Student, student aides, teaching aides and parent helpers.

QUALIFICATION REQUIREMENTS:

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Four year degree in area of major study.
- Valid Teaching South Carolina Certificate in area of study required.

EXPERIENCE:

- Related activities/jobs that demonstrate the ability to successfully interact with students, parents, and staff.

Physical Activities:

- Routine physical activities that are required to fulfill job responsibilities; ability to lift up to 40 pounds without assistance; ability to perform a two person lift of up to 40 pounds.

Orangeburg County Public School District is an Equal Opportunity Employer. Orangeburg County Public School District ensures equal employment opportunities regardless of race, religion, sex (including gender identity, sexual orientation, and pregnancy, childbirth, or any related medical conditions), color, disability, age (40 or older), genetic information, national origin, or any other applicable status protected by local, state, or federal law. The quality of the educational program is enhanced by staff members with a wide variation in background, culture, educational preparation, and previous experience. Orangeburg County Public School District has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.