



RSD78 Job Description

Teacher

TITLE: Teacher**QUALIFICATIONS AND CERTIFICATION:**

- Demonstrates an understanding of current District educational objectives,
- Demonstrates an understanding of how current objectives apply to the individual needs of the students,
- Relates instruction to the current district curriculum content,
- Demonstrates an understanding of performance objectives in the use of curriculum materials,
- Implements the policies of the Board of Education as directed.
- Holds proper up to date and valid certification for his/her position.

SUPERVISOR: Building Principal and/or Superintendent**PROFESSIONAL RESPONSIBILITIES:*****Planning***

- Creates lesson plans which demonstrate knowledge of grade level curriculum objectives
- Creates lessons plans which are sufficient for substitute teaching
- Plans purposeful assignments for assistants and volunteers
- Makes curriculum modifications to meet varied academic needs of exceptional children based on an IEP or a 504 Plan or for identified gifted/talented students

Instruction

- Demonstrates skill in execution of plans
- Varies level and pace of instruction to meet individual needs
- Provides for individual and group involvement
- Uses variety of teaching methods, materials, and motivational techniques
- Develops appropriate assignments and related homework
- Uses a variety of evaluation and assessment systems, formal and informal
- Checks for students' understanding of directions and expectations
- Helps student see interrelationships between subject areas where appropriate
- Corrects and returns tests and assignments promptly with comments where appropriate
- Grades papers, evaluates, and provides written comments upon long term projects, and records data regarding student performance
- Strives to keep students actively engaged in the lesson, uses positive reinforcement
- Communicates knowledge of student progress to students and parents
- Uses student data to make instructional decisions
- Incorporates technology into lessons

- Encourages students to use technology to complete projects or lessons
- Demonstrates expertise in delivering the curriculum

Management

- Maintains a learning atmosphere
- Clarifies expectations regarding behavior, directions, student activities and assignments
- Maintains control and uses appropriate techniques for managing student behavior
- Prepares, maintains, and submits accurate records
- Promotes respect among students and encourages them to be positive about themselves and others
- Treats students with dignity and respect
- Communicates concerns about student to parents and appropriate personnel
- Maximizes teaching time
- Provides for the care and protection of school property
- Uses the available resources to assist students (Student Services Team, LASEC Coaches, Instructional Coach, etc.)

Competency

- Is knowledgeable in assigned subject areas
- Shows evidence of continued education
- Works to establish goals and develop plans for improvement of teaching skills

Relationships

- Provides students with appropriate guidance and support
- Acts as a positive adult role model for students
- Is accessible to help students
- Maintains positive and constructive relationships with parents
- Maintains a positive and constructive relationship with colleague and administrators

Attendance

- Evidences a history of good attendance
- Is consistently punctual to school, class, and meetings
- Evidences of history of participation in parent, student, administrative and in-service meetings
- Evidences a history of participation in assigned District and student activities

EVALUATION: Evaluation of this job will be evaluated in accordance with PERA and provisions of the Rosemont Professionals Association Collective Bargaining Agreement on evaluation of certified personnel.

MENTAL DEMANDS

Knowledge

The teacher possesses a working knowledge of curriculum, subject content and the developmental needs of students. Examples include, but are not limited to, address appropriate curriculum standards; integrate key content elements; facilitate use of higher level thinking skills in instruction; demonstrate the ability to link present content with past and future learning experiences, other subject areas, and real world experiences; demonstrate accurate knowledge of the subject matter; exhibit skills relevant to the subject area taught; and display an understanding of the intellectual, social, emotional, and physical development of the age group.

Ability

The employee shall engage in collaborative dialogue with peers; maintain records and prepares applicable reports; communicate effectively both orally and in written form; read, interpret, apply, and explain policies and procedures; meet the requirements of schedules and timelines; take professional initiative; plan and organize work independently; read a variety of materials, engage in ongoing professional development; implement a student centered approach to problem-solving and conflict-resolution; demonstrate the ability to work cooperatively and effectively with other certified, classified, and administrative personnel, parents, and community members.

Education/Preparation

The employee shall possess the equivalent of a Bachelor's Degree in the field of Elementary Education; completion of teacher preparation program through an accredited university or college; successful completion of State proficiency exam(s) or equivalent; and at all times possess and maintain appropriate licensure through the State of Illinois.

Reasoning

The employee shall possess the ability to define problems, collect data, establish facts, and draw valid conclusions. The employee shall possess the ability to solve practical problems and deal with a variety of abstract and concrete variables in situations where only limited standardization exists. The employee shall possess the ability to interpret an extensive variety of technical instructions in written, oral, diagram or schedule form.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to stand, walk, talk, hear, taste, and smell. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

While performing the duties of this job, the employee regularly works inside and works in an educational setting with children of varying ages and abilities. Work duties may include occasional work in outdoor weather conditions and is subject to noises associated with an educational environment both indoors and outdoors. However, the noise level in the work environment is usually moderate. The employee is directly responsible for the safety, well-being, and work output of students. Duties may occasionally be performed in libraries, cafeterias, parking lots, gymnasiums, auditoriums, hallways and on field trips away from school.

The mental demands, physical demands, and work environment characteristics are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to allow an employee with disabilities to perform the essential functions.