

SCHOOL DISTRICT OF ST. JOHNS COUNTY

TEACHER

JOB DESCRIPTION

QUALIFICATIONS:

1. Bachelor's degree from an accredited educational institution in the area of teaching assignment.
2. Valid State of Florida Educator's Certificate or Statement of Eligibility.
3. Satisfactory criminal background check and drug screening.
4. Satisfactory completion of internship.
5. ESOL Endorsement/Certification preferred.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of child development and especially of children in the age group of assigned position. Knowledge of District curriculum (curriculum maps), district approved textbooks and supplemental materials that relate to instruction. Knowledge of current educational research and the use of current technology. Knowledge of varied learning styles, skills and pedagogy in using various methods and strategies to address differentiated learning and challenge students beyond the required curriculum. Excellent written and verbal communication skills. Competency in problem solving and conflict resolution. Ability to plan, organize, schedule and implement activities for maximum effectiveness. Exemplary skill in analyzing, diagnosing, and evaluating student data progress and programs. Skill in redirecting instruction and assigning actions for improvement; academically or socially. Ability to manage the classroom and supervise students in providing a safe, nurturing environment that stimulates optimal academic, moral and social growth. Demonstrate ability to interact, collaborate and share expertise with administration, peers and community. Commitment to the Core Set of District's Beliefs about teaching, learning and on-going professional development. Commitment to encourage parent involvement through school activities and volunteerism which connects school and home. Ability to communicate orally and in writing. Ability to plan, organize and establish priorities related to assignment. Ability to handle sensitive information in a confidential manner. Ability to work independently and make decisions with minimum supervision. Ability to handle multiple tasks in a professional and courteous manner. Communicate in a professional and courteous manner. Ability to work cooperatively with others.

REPORTS TO:

School Principal

JOB GOAL

Provide an appropriate educational atmosphere which encourages student learning, and the fulfillment of their potential for intellectual, emotional, physical and psychological growth and maturity in accordance with District philosophy, goals and objectives. Cultivate collaboration with other classroom teachers, as well as, non-instructional and district staff. Participate in the development and implementation of the District's Strategic Plan and School Improvement Plan for assigned school. Each employee of the St. Johns County School Board will model the six pillars (as defined by Character Counts!) of the character education program.

SUPERVISES:

None

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- (1) Communicate Learning Goals and Feedback
- (2) Help Students Interact with New Knowledge
- (3) Help Students Practice and Deepen New Knowledge
- (4) Help Students Generate and Test Hypothesis
- (5) Engage Students
- (6) Establish Rules and Procedures
- (7) Recognize Adherence to Rules and Procedures
- (8) Establish and Maintain Effective Relationships with Students
- (9) Communicate High Expectations for All Students
- (10) Plan and Prepare Lessons and Units
- (11) Plan and Prepare for Use of Resources and Technology
- (12) Plan and Prepare for the Needs of English Language Learners
- (13) Plan and Prepare for the Needs of Students Receiving Special Education
- (14) Plan for and Empower of Students Who Lack Support for Schooling
- (15) Evaluate Personal Performances in Teaching
- (16) Develop and Implement a Professional Growth Plan
- (17) Promote a Positive and Collegial Environment
- (18) Promote the Exchange of Ideas and Strategies
- (19) Promote District and School Development
- (20) Promote Inter/Intra-Agency Communication and Delivery

Expectation of All Employees

- (21) Follow attendance, punctuality and other qualities of an appropriate work ethic.
- (22) Ensure adherence to good safety standards.
- (23) Maintain confidentiality regarding school/workplace matters.
- (24) Model and maintain high ethical standards.
- (25) Maintain expertise in assigned area to fulfill position goals and objectives.
- (26) Meet and deal effectively with the general public, staff members, parents, administrators and other contact persons using tact and good judgment.
- (27) Participate successfully in the training programs offered to increase skill and proficiency related to assignment.
- (28) Demonstrate initiative in the performance of assigned responsibilities.
- (29) Each employee of the St. Johns County School Board will model the six pillars (as defined by Character Counts!) of the character education program.

Professional Growth and Improvement

- (30) Participate successfully in training programs, conferences and workshops as assigned or appropriate to keep abreast of current practices, programs, legal issues and character education.

Systemic Functions

- (31) Model the characteristics of citizenship, character education and literacy.
- (32) Follow federal and state laws as well as School Board policies, rules and regulations.
- (33) Demonstrate support for the school district and its goals and priorities.
- (34) Prepare or assist in the preparation of all required reports and maintain all appropriate records.
- (35) Participate in cross-training activities as required.
- (36) Perform other tasks consistent with the goals and objectives of this position.
- (37) Exhibit interpersonal skills to work as an effective team member.

(38) Demonstrate initiative in identifying potential problems or opportunities for improvement.

Leadership and Strategic Orientation

(39) Provide leadership and direction for assigned areas of responsibility.

(40) Set high standards and expectations and promote professional growth for self and others.

(41) Utilize appropriate strategies and problem-solving tools to make decisions regarding planning, utilization of funds, delivering services and evaluation of services provided.

(42) Demonstrate initiative in identifying potential problems or opportunities for improvement and take appropriate action.

PHYSICAL REQUIREMENTS:

Elementary Level

Light to Medium (see descriptions below)

Secondary Level

Light (see descriptions below)

Exceptional Student Education Medium to Heavy (see descriptions below)

- Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.
- Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.
- Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.
- May be required to restrain a physically active individual as a temporary safety measure.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the district's approved compensation plan.

Length of the work year and hours of employment shall be those established by the district.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

POSITION CODE: Various (5100, 5300, 5400, 5500, 5900)

BOARD APPROVED:

REVISED: Board Approved May 2013