Riverside Community School District
Three communities united as one.

Mission:
“Inspire – Unify -- Achieve”

Job Description

**Job Title:** Teacher

**Job Summary:** To plan, organize and implement an appropriate instructional program in an elementary or secondary learning environment that guides and encourages students to develop and fulfill their academic potential.

**Qualifications:** Appropriate teaching licenses issued by the Board of Educational Examiners (BOEE) in the state of Iowa, Bachelor's degree in teaching from an accredited institution or related field of teaching, previous experience in teaching area, such alternative to the above qualification as the Board of Education may find appropriate and acceptable.

**Work Days:** 190 days-New Teachers 192 days-the work year is established by the Board of Education

**Reports to:** Building Principal

**Supervises:** N/A

**Evaluation:** Performance of this job to be evaluated by the Building Principal

**Essential Duties and Responsibilities:**
Meets and instructs assigned classes in the location and at the times designated.
Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
Guides the learning process toward the achievement of curriculum goals and, in harmony with the goals, establishes clear objectives for all lessons, units, and projects, and communicates these objectives to the students.
Develops appropriate rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
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 students involved. Strives to implement by instruction and action the district’s mission, consensus plan, and instructional goals and objectives. Assess the accomplishments of the students on a regular basis and provides progress reports as required. Assess the learning difficulties of students on a regular basis, seeking the assistance of specialists as required. Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities. Maintains accurate, complete, and correct records as required by law, district policy, and administrative regulation. Makes provision for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms. Strives to maintain and improve professional competence. Attends staff meetings and serves on committees as required. Responsible for requisition and inventory of supplies, materials, and equipment. Performs such other tasks as may from time to time be assigned by the principal.

Physical Demands:
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and 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 regularly lift and/or move up to 10 pounds and occasionally up to 25 pounds. Specific vision abilities required by this job include close vision.

Work Environment:
The work environment characteristics described here are representative of those employees encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Frequently perform work beyond a standard 40-hour work week when work-load requires.
The work environment is a standard school setting including standard office equipment, administrative and instructional computer technology. The noise level is usually low to moderate.

**Other:**
This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with this job. This job description is not a contract for employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.