



THOMASTON BOARD OF EDUCATION
Thomaston, Connecticut

Position Description

JOB TITLE:	Teacher – General Science (Grades 7-12)
DEPARTMENT/SCHOOL:	Thomaston High School
REPORTS TO:	Building Principal

POSITION SUMMARY/PURPOSE:

To develop students' skills and competence in one or more fields of science, including general science, earth science, biology, physiology, chemistry, and physics; develops students skills and abilities in scientific methods and problem-solving, as well as an understanding of the application of science in the solution of practical problems.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Teaches knowledge and skills in one or more fields of science, including general science, earth science, biology, physiology, chemistry, and physics, in accordance with district curriculum.
- Promotes critical and creative thinking and analysis in all related subject areas.
- Promotes a classroom environment that is safe and conducive to individualized and small group instruction, and student learning.
- Develops lesson plans and instructional materials for subject area, and translates lesson plans into learning experiences to develop pertinent sequential assignments, challenge students, and best utilize the available time for instruction.
- Organizes class time to provide a balanced program of instruction, demonstration, and working time.
- Designs learning activities to demonstrate the application of science to everyday existence, including scientific research projects, demonstrations, experiments, and laboratory activities.
- Instructs students in the proper use and care of scientific equipment, chemicals, and plant and animal life.
- Conducts ongoing assessment of student learning and progress, and modifies instructional methods to fit individual student's needs, including students with special needs; conducts individual and small group instruction as needed.
- Maintains familiarity with district and Connecticut State standardized tests for the purpose of adapting curriculum to maximize student achievement on such tests.
- Continues to acquire professional knowledge and learn of current developments in the educational field by attending seminars, workshops or professional meetings, or by conducting research.
- Organizes and maintains a system for accurate and complete record-keeping, grading, and reporting for all student activities, achievement and attendance as required by district procedures and applicable laws.
- Encourages parental involvement in students' education and ensures effective communication with students and parents.
- Ensures that student conduct conforms to the school's standards and school district policies, and establishes and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- Coordinates with other professional staff members, especially within grade level, and participates in faculty meetings and committees.
- Selects and requisitions appropriate books, instructional aids and other supplies and equipment, maintains inventory records, and ensures equipment is in good working order.

ADDITIONAL DUTIES:

- Performs other related tasks as assigned by the Principal and other administrators as designated by the Superintendent.

***Note:** The above description is illustrative of tasks and responsibilities. It is not meant to be all inclusive of every task or responsibility.*

EQUIPMENT:

- Uses standard office equipment such as personal computers, printer, copy and fax machines, and telephone.
- Uses standard science classroom equipment.

TRAVEL REQUIREMENTS:

- Travels to school district buildings and professional meetings as required.

WORK SCHEDULE:

- Standard teacher work schedule as set forth in the current Thomaston Education Association Professional Agreement.

SKILLS, KNOWLEDGE, ABILITIES:

- Knowledge of current teaching methods and educational pedagogy, as well as differentiated instruction based upon student learning styles.
- Knowledge of a wide range of science subject areas, including general science, earth science, biology, physiology, chemistry, physics, and other related areas (e.g., mathematics).
- Knowledge of data information systems, data analysis and the formulation of action plans.
- Knowledge of applicable federal and state laws regarding education and students.
- Ability to use computer network system and software applications as needed.
- Ability to organize and coordinate work.
- Ability to communicate effectively with students and parents.
- Ability to engage in self-evaluation with regard to performance and professional growth.
- Ability to establish and maintain cooperative working relationships with others in the course of work.
- Ability to apply knowledge of current research and theory in specific field.
- Ability to establish and maintain effective working relationships with students, staff and the community.
- Ability to speak clearly and concisely both in oral and written communication.
- Ability to perform duties with awareness of all district requirements and Board of Education policies.

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 continuously standing or walking; uses hands and fingers to handle or feel objects, tools, or controls; and uses faculties to talk and hear. The employee frequently is required to reach with hands and arms. The employee is occasionally required to sit. The employee frequently must squat, stoop or kneel, reach above the head and reach forward.

The employee must frequently lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The noise level in this position varies. When in the classroom the noise level will vary dependent upon the activity taking place but never so loud as to be unsafe; in the school office the noise level will be low, and at meetings moderate.

QUALIFICATIONS PROFILE:

- **Certification/License:**
 - Connecticut State Certification as General Science Teacher (034) or equivalent required.
 - Motor Vehicle Operator's License or ability to provide own transportation required.
- **Education:**
 - Bachelors from an accredited college or university in education discipline applicable to teaching assignment required.
 - Master's Degree preferred.
- **Experience:**
 - Successful prior teaching experience for the appropriate subject and grade-level preferred.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual(s) currently holding this position and additional duties may be assigned.

FLSA Status: Exempt

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