

## **TEACHER**

### **GENERAL RESPONSIBILITIES**

Under direction of the school principal, plan and provide for appropriate learning experiences for students. Provide an atmosphere and environment conducive to the intellectual, physical, social and emotional development of individuals to ensure success for every student. Supervise students in a variety of school related settings. Monitor and evaluate student outcomes. Communicate and interact with students, parents, staff and community. Develop, select and modify instructional plans and materials to meet the needs of all students. Maintain appropriate records and follows required procedures and practices. Monitor appropriate use and care of equipment, materials and facilities.

### **ESSENTIAL TASKS**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Plan a program of study that, as much as possible, meet the needs, interests and abilities of students.
- On a regular and consistent basis, meets and instructs assigned classes in the locations and at the times designated.
- Create a classroom environment that provides for student involvement in the learning process and enable each student to achieve learning objectives.
- Provide an instructional program to meet the needs of all students.
- Prepare for classes assigned, and show written evidence of preparation upon request of immediate superior.
- Guide the learning process toward the achievement of curriculum goals and in harmony with the goals, establish clear objectives for all lessons, units, projects and the like to communicate these objectives to students.
- Establish learning objectives consistent with appraisal of student needs, requirements of VBCPS curriculum framework and knowledge of human growth and development.
- Plan for and utilize instructional methods, resources and evaluation techniques which motivate and enable each student to achieve learning objectives.
- Take all necessary and safety precautions to protect students, equipment, materials and facilities.
- Maintain accurate and complete records as required by law, VBCPS policy and administrative regulation.
- Assist 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 maintain order in the classroom in a fair and just manner.
- Make 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.

- Establish relationships with colleagues, students, parents and community which reflect recognition of and respect for every individual.
- Plan and supervise purposeful assignments for teacher assistants and volunteers.
- Appraise his/her own effectiveness and demonstrate successful application of skills and information acquired to increase effectiveness. Strive to maintain and improve professional competence.
- Participate in school management and share responsibility for the total school program.
- Attend staff meetings and serve on staff committees as required.
- Perform other duties as required.

**KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of VBCPS curriculum and techniques for integrating curriculum, VBCPS policies and effective instructional practices; thorough understanding of the teaching and learning process; ability to provide instruction that reflects multiple perspectives and multicultural education; ability to infuse technology into curriculum; ability to work effectively with administrators, colleagues, central office, school based staff, students, parents and community; excellent oral and written communication and human relations skills.

**EDUCATION AND EXPERIENCE**

Bachelor's Degree in applicable field of education from an accredited college or university. Must have or be eligible for a teacher license from the Virginia Department of Education. A comparable amount of training and experience may be substituted for the minimum qualifications.

**PHYSICAL REQUIREMENTS**

Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

**SPECIAL REQUIREMENTS**

Possession of a valid driver's license.

FLSA status: Exempt	Description: Rev. 6/00
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