



MINOOKA

COMMUNITY HIGH SCHOOL

*Mission: Strengthen **M**astery, **C**ollaboration, **H**igh Expectations, and **S**uccess for All Students.*

High School Teacher

Job Summary

To plan, organize and implement an appropriate instructional program in a learning environment that guides and encourages students to develop and fulfill their academic potential. Must be highly dependable and passionate about teaching high school students. Work is performed under supervision of school and district administrators.

Job Responsibilities:

- Plan, prepare, and deliver lesson plans and instructional materials that facilitate active learning.
- Integrate district curricular goals and objectives to promote student learning.
- Use relevant technology to support and differentiate instruction.
- Maintain a culture of high expectations.
- Differentiate instruction when needed
- Establish and maintain systems of classroom management.
- Provide a safe, thriving, and respectful environment for all students within the classroom and the school as a whole.
- Provide appropriate feedback.
- Utilize formative and summative assessments to improve student learning.
- Maintain accurate and complete records of students' progress and development.
- Participate in department, school, district, and parent meetings.
- Establish and communicate clear objectives for all learning activities.
- Assign and grade classwork, homework, tests and assignments.
- Provide accommodations for students with IEPs and 504s.
- Engage in reflective practices to improve instruction.
- Attend ongoing professional development.
- Other duties as assigned.

Job Skills & Requirements:

- Bachelor's or master's degree in subject area
- A relevant license, certification, and registration in Grundy County and the State of Illinois
- Excellent time management, planning and organizational skills
- Resilience and a positive attitude
- Wonderful interpersonal, written, and verbal communication skills.
- Flexibility
- The ability to establish rapport with adolescents and build professional relationships with colleagues.
- A desire to want to improve student achievement and opportunities for all students



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