

Grade Three Teacher

Purpose Statement

The job of Grade Three Teacher is done for the purpose/s of researching, planning, developing, and implementing curricular programs and lessons with a collaborative third grade teaching team to help students reach state-mandated academic, behavioral, social, and emotional goals for first grade students.

Essential Functions

- Develops and provides lessons for third grade students in a broad range of subjects, including reading, writing, math, science, social studies, health, and social skills.
- Assesses and documents student progress academically and behaviorally.
- Gives regular, meaningful feedback in guided and independent practice while facilitating a safe, constructive classroom.
- Communicates with parents in regards to student academic performance and behavioral concerns.
- Prepares and researches differentiated instructional and student materials.
- Works with students to meet individual behavioral, emotional, health, and academic needs.
- Collaborates with colleagues regarding student learning opportunities and best practice instruction.
- Plans and supervises class projects, field trips, visits by guest speakers or other experiential activities, and guides students' learning from those activities.
- Administers standardized ability and achievement tests and interprets results to determine student strengths and areas of need.

Other Functions

- Attends staff meetings and serves on committees, as requested.
- Attends professional meetings, educational conferences, and teacher training workshops to maintain and improve professional competence.
- Performs other related duties as assigned.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, highly complex, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: applying assessment instruments; operating standard office equipment including using pertinent software applications, preparing and maintaining accurate records; and using district approved crisis intervention techniques.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: instructional procedures and practices; stages of child development/behavior and learning styles; evidence-based practices to help children meet goals; age appropriate student activities; lesson plan requirements; and behavioral management strategies.

ABILITY is required to schedule activities and/or meetings; gather, collate and/or classify data; and use job-related equipment. Flexibility is required to work with others in a wide variety of circumstances; analyze data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a diversity of individuals and/or groups; work with data of varied types and/or purposes; and utilize specific, job-related equipment. Problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; establishing and maintaining constructive relationships; maintaining confidentiality; exhibiting tact and patience; and working flexible hours.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding and/or coordinating others; utilization of resources from other work units is often required to perform the job's functions. There is some opportunity to significantly impact the organization's services.

Work Environment

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Generally the job requires 40% sitting, 20% walking, and 40% standing. The job is performed under conditions with exposure to risk of injury and/or illness.

Experience: Two or more years of related teaching experience preferred.

Education: Bachelor's degree in Elementary Education or related field. Master's degree preferred.

Equivalency:

Required Testing

Certificates and Licenses

Kansas Teacher Certification

Continuing Educ./ Training

Clearances

Criminal Justice Fingerprint/Background Clearance
Kansas Certification of Health

FLSA Status
Exempt

Approval Date

Salary Grade