



Teacher

Job Category: Certified

Status: Non-Exempt

Location: All Schools

Reports to: Building Principal

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Illinois State Board of Education Professional Educator Licensure appropriate to assignment.
- Knowledge of current teaching methods and educational pedagogy, as well as differentiated instruction based upon student learning needs and styles.
- 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 establish and maintain cooperative working relationships with others contacted in the course of work.

Job Goal

To facilitate student success and growth in academic and interpersonal skills through implementing district-approved curriculum; documenting teaching and student progress/activities/outcomes; addressing specific education needs of individual students by creating a flexible, safe and optimal learning environment; and providing feedback to students, parents and administration regarding student progress, expectations and goals as determined by the Superintendent of Schools.

Performance Responsibilities

- Develops and administers curriculum consistent with school district goals and objectives.
- Promotes a classroom environment that is safe and conducive to student success.
- Designs and implements personalized instruction effectively.
- Develops lesson plans and instructional materials and translates lesson plans into learning experiences that are innovative and promote deeper learning.
- Maximizes available time for instruction.
- Conducts ongoing assessment of student learning and progress, and modifies instructional methods to fit individual student's needs, including students with special needs.
- Maintains familiarity with district, state and national standardized assessments for the purpose of maximizing student achievement.
- Continues to acquire professional knowledge and learn of current developments in the educational field by attending workshops and professional meetings.

- 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 pupil behavior needed to achieve a functional learning atmosphere in the classroom.
- Communicates and collaborates effectively with other staff members and participates in staff meetings and workshops.
- *Other essential duties and responsibilities may be assigned.*

Physical, Sensory and Environmental Demands

Physical: The employee frequently is required to stand, walk, sit, use hands and fingers; sit continuously for extended periods of time; and reach with hands and arms. The employee must have the ability to use a keyboard and equipment typically found in a school setting.

Sensory: While performing the duties of this job, the employee is regularly required to talk and/or hear. Specific vision abilities required by this job include close vision, distance vision, ability to adjust focus, read and interpret documents and instruction; frequent identification of letters, numbers, and symbols in a technology environment.

Environmental: While performing the duties of this job, the employee is exposed to equipment and noise levels typical of a school environment.

Evaluation:

Performance will be evaluated in accordance with the District Evaluation Plan.

Terms of Employment

183 work days. Salary and work year to be established according to the LTA contract.