

TITLE: Certified Teacher

QUALIFICATIONS:

1. Illinois State Certification in teaching field.
2. Bachelor's Degree
3. Ability to function effectively as a member of the school staff.

REPORTS TO: The Principal

SUPERVISES:

(Instructs, and Evaluates the work of):

- a. Students
- b. Student Teachers
- c. Volunteers
- d. Assists the Principal with the evaluation of Teaching Assistants.

MAINTAINS LIAISON WITH:

Parents. Communicates with parents as the teacher deems necessary, or when requested by parents or administrators.

JOB GOAL: To help students learn subject matter and skills that will contribute to their development as mature, able, and responsible men and women.

PERFORMANCE RESPONSIBILITIES:

(The following are the essential fundamentals to includes but not limited to the follow job duties:)

1. Maintains an instructional atmosphere that is conducive to a high quality educational program.
2. Utilizes a variety of instructional strategies to accommodate individual differences.
3. Provides feedback which includes constructive criticism that motivates students.
4. Has high expectations for daily and long-term student achievement.
5. Organizes and arranges classroom so as to facilitate learning and minimize student disruption.
6. Sets limits of student behavior which are defined, communicated, and monitored.
7. Keeps up with current developments, research, and literature in his/her teaching field and the field of education.
8. Keeps parents and students informed of each student's academic progress.
9. Teaches in full compliance with curricular requirements of the State and of the Board.

10. Complies with Board Policies, Administrative Regulations, and Board-Employee Agreements at the school level.
11. Participates on an appointive, elective, or volunteer basis in the curriculum development process at the building and district levels, as is required to periodically review all curricular areas to keep them up-to-date.
12. Plans for the health, safety, and physical well-being of students during instruction.
13. Supervises, classifies, evaluates and guides students.
14. Utilizes community resources for the enrichment of the educational program.
15. Assists in maintaining good school-community relations.
16. Participates, from time to time, in the development of District Policies, and Administrative Regulations, on an appointive, elective, or volunteer basis.
17. Is responsible for student safety education and accident prevention.
18. Reports all unsafe conditions to the school principal promptly.
19. Reports all accidents or injuries to the principal as soon as possible.
20. Supervises and intervenes to regulate student behavior so as to alleviate the risk that inappropriate behaviors will place students or staff at risk of harm.

TERMS OF EMPLOYMENT:

Salary is based on Schedules A and B of the collective negotiated Agreement.

EVALUATION:

Each employee in contractual continuing service shall be evaluated at least once every two (2) years. Each employee not in continuing contractual service shall be evaluated once every year.

PHYSICAL DEMANDS:

Handle work which deals mostly with people, objects, equipment in a general setting; depth perception and field of vision are important. Employee regularly is required to bend, stoop, twist, turn, reach, lift (up to 50 pounds), carry, pull, push, climb, and kneel; walking and standing approximately 50-75% of each shift. Employee must recognize differences in sound, such as voices/noises that are loud and playful instead of angry and combative; ability to differentiate tones and volumes in conversation.

MENTAL DEMANDS:

The Teacher must ensure that children are supervised at all times, and that children are involved in safe and appropriate activities. There may be a number of situations happening at once, and the Teacher must be prepared to handle accidents and emergencies at any time.

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 Teacher will be working in a busy and occasionally noisy environment. There may be a number of activities and situations happening at once, and the Teacher will have to supervise all students at all times.

Approved June 24, 1997