



Job Description
HIGH SCHOOL CLASSROOM TEACHER
Certified

Position Goal: The High School Classroom Teacher creates a positive learning environment to facilitate the personal, social and academic development of students. In order to respond and meet the needs of the individual student, as well as an entire classroom of students, the High School Classroom Teacher must work closely with parents, other staff members and the administration of USD 231.

Preferred Qualifications:

- Bachelor's degree from accredited college/university
- Hold or be eligible for teaching license in state of Kansas and maintain credentials throughout employment
- Health and inoculation certification on file (post-employment offer)
- Pass criminal background check (post-employment offer)
- Demonstrate ability to implement best practice, motivate others and help students, set and achieve high performance levels
- Desire to enhance skills and improve job performance

Reports to: Building Principal

General Responsibilities:

- Responsible for a providing day-to-day instruction to high school students in core subject or content area
- Demonstrate thorough knowledge of curriculum and subject matter
- Demonstrate effective interpersonal relationships
- React to change productively and handle other tasks as assigned
- Work well independently and collectively
- Set high expectations for student achievement and behavior
- Keep information and records confidential
- Actively support and promote the school's philosophy, mission, and goals
- Obtain prior approval from Building Principal for all activities and expenditures
- Implement and follow all district health and safety policies

Essential Functions:

- Plan and implement effective lessons, using time, materials and resources effectively
- Motivate students with effective communication and feedback
- Treat all students with respect and dignity, be responsive to their circumstances
- Demonstrate awareness of individual student needs
- Design and implement accommodations and modifications for students
- Establish and maintain a positive climate through appropriate classroom management
- Maintain current curriculum and instructional practices
- Proficient in use of technology and effectively integrate technology into the classroom environment and instruction
- Coordinate and implement classroom level student assessments and utilize assessment results in a prescriptive, constructive manner to promote learning

- Be knowledgeable and utilize standardized testing and other assessment data to deliver appropriate instruction to each student
- Management of data collection system for individual students
- Management of district and state assessment measures for individual students
- Assist with student organizations
- Coordinate and supervise student field trips
- Attend and assist with school events, such as musicals, athletics, student recognition ceremonies, open houses and graduations
- Work cooperatively with fellow-staff members and administrators in curriculum design, assessment and implementation as it pertains to specific grade level or content area
- Assist fellow teachers and administrators in ordering educational supplies and materials
- Regular collaboration with special education staff to ensure successful inclusion in the general education classroom
- Work cooperatively with parents to meet the needs of students
- Regular and effective parent communication through planned and unplanned activities
- Attendance of building and district level department meetings
- Perform other duties and assume other responsibilities assigned by the Building Principal or other administrative staff

Physical Requirements/Environmental Conditions:

- Work in multiple settings
- Work in noisy and crowded environments
- Work indoors and outdoors, year-round
- Able to physically monitor student performance and manage classroom behaviors
- Good physical agility which requires the following:
 - Frequent bending
 - Sitting
 - Standing
 - Walking
 - Kneeling
 - Reaching
- Physical exertion to manually move, lift, carry, pull or push heavy objects or materials up to 40 pounds

Terms and Benefits:

- Compensation, work terms and fringe benefits per GENE and USD 231 Board of Education Negotiated Agreement
- Work days per GENE and USD 231 Board of Education Negotiated Agreement
- Evaluation per GENE and USD 231 Board of Education Negotiated Agreement
- Single dental and single medical insurance benefit
- Section 125/Cafeteria Plan
- KPERs retirement plan

Revised: January 2016

The Gardner Edgerton School District is an Affirmative Action, Equal Employment Opportunity Institution