

## **Lindop School District 92 Job Description**

**Title:** Teacher, Social Studies (7<sup>th</sup> & 8<sup>th</sup> grade)

**Qualifications:**

- Valid Illinois Teaching Certificate – Type 03 or 09 with subject endorsements
- Knowledge of Child Development
- Ability to work cooperatively with children and adults
- Ability to relate to parents and families
- Have quality written, verbal, and organizational skills

**Reports To:** Principal

**Salary:** Teacher Salary Schedule

**Job Goal:** To create a flexible program and classroom environment favorable to learning; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to be successful for the next steps in life; to establish relationships with parents and other staff members.

**Key Duties & Responsibilities Include:**

1. Effectively teach courses in social studies according to courses of study as adopted by the Board of Education and other appropriate learning activities.
2. Instruct students in citizenship, respect for others, safety, and basic subject matter specified in Illinois School Code and administrative regulations and procedures.
3. Develop a balanced social studies program involving factual background material, material on current events, discussion time, and laboratory experiences appropriate to social sciences; other suitable activities designed to encourage students to develop skills and attitudes, draw conclusions, and achieve improved interpersonal relationships.
4. Develop lesson plans and provide individualized and small group instruction in order to differentiate the curriculum to meet the needs of each student.
5. Develop knowledge of the purpose, structure, and operation of the American governmental and economic system, and the rights and responsibilities of the American citizenship.
6. Develop knowledge of the political and economic systems of other nations and their influence on personal freedom, education, and living standards of the people in those nations.
7. Develop knowledge, respect, and understanding of cultural groups throughout the world and emphasize the need for international cooperation.
8. Develop an understanding of the contributions of minority racial, gender, religious, and political groups to American culture, and the role of minorities in our present world.

9. Encourage students to become aware of the complexity and inter-relations of local, state, national, and world problems.
10. Participate in the School Improvement Planning process.
11. Create an effective environment for learning, efficiently utilizing the available time for instruction.
12. Evaluate student academic and social growth readjusting the teacher procedures to stimulate continuous progress.
13. Keep appropriate records and prepare progress reports.
14. Communicate with parents through a variety of means to discuss student progress and interpret the school program.
15. Provide learning experiences designed to meet individual needs through individual and/or group instruction and adapt, develop and use available materials (may include multimedia) and resources for students' different learning styles.
16. Establish and maintain standards of student behavior needed to achieve a functional learning atmosphere in and out of the classroom by providing a safe and secure environment for all school activities.
17. Select and requisition books and instructional aids; maintain required inventory.
18. Accommodations for IEP's, 504 plans and support students.
19. Create and maintain an active, responsive climate for learning through positive teacher-student rapport and consistent and positive classroom management. Establish a good relationship through participation in faculty committees and meetings. Identify student needs and cooperate with other professional staff members in assessing and helping students solve health, attitude, and learning problems. Communicate with parents through a variety of means. Work cooperatively with administrators, consultants, community members and colleagues. Responsible for presenting a positive teacher image to community.
20. Maintain professional competence through inservice education activities provided by the District and self-selected professional growth activities.
21. Participate cooperatively with the appropriate administrator throughout the evaluation process in conformance with the Board's policy on Evaluation of Professional Personnel.
22. Ability to accept changes in assignment, programs and materials.
23. Ability to adapt to different personalities in team teaching experiences.
24. Abide by the Code of Ethics.
25. Responsible for basic attendance accounting and other services as required.
26. Ensure a comfortable room environment through awareness of heating, lighting, ventilation and appropriate housekeeping.
27. Participate in faculty committees and the sponsorship of student activities.
28. Plan and coordinate the work of aides, teacher assistants, student teachers and other paraprofessionals as needed.
29. Participate in curriculum development programs as required.
30. Administer group standardized tests in accordance with District testing program.
31. Provide initial care in the event of an accident or injury in or out of the classroom until the arrival of the nurse or other emergency personnel.

32. Inspect District property and observe activities on District property for unsafe conditions which may lead to injury; correct any unsafe practices and conditions and to report all other potential safety hazards to their supervisors.
33. Work with supervisors to develop and maintain a program of safe conditions and practices for the welfare of the students, faculty, employees, volunteers, visitors and other invitees.
34. Experience with Rti Interventions and small group SRA reading groups along with experience in working with data teams.

**Other Duties as Assigned:** Assumes other responsibilities as determined by the Superintendent.

**Evaluation:** Performance evaluated in accordance with the provisions of the District Evaluation Plan.