



## **STEM Teacher**

### **Purpose Statement**

The job of STEM Teacher is done for the purpose/s of providing support to the educational process with specific responsibilities for coordinating the development, delivery, implementation and monitoring of STEM (Science, Technology, Engineering, and Mathematics) curriculum, initiatives, events and projects; supervising students within the classroom and other assigned areas; developing lesson plans and delivering group and individual student instruction within established curriculum guidelines; collaborating with other teachers, other professional staff, and administrators in addressing instructional and/or classroom issues; and responding to a wide range of inquiries from students' parents or guardians regarding instructional program and student progress.

This job reports to Assigned Administrator

### **Essential Functions**

- Adapts classroom work for the purpose of providing students with instructional materials that address STEM curriculum and standards.
- Administers tests and learning assessments (e.g. standardized testing and individual testing, etc.) for the purpose of ensuring assessments are in accordance with District testing programs.
- Advises parents and/or legal guardians of student progress for the purpose of communicating expectation and student's achievements, developing methods for improvement, and reinforcing classroom goals in the home environment.
- Assesses student progress towards objectives, expectations, and goals (e.g. curriculum testing covering writing, science, math, communication, etc.) for the purpose of improving performance, problem solving techniques.
- Circulates throughout the classroom for the purpose of monitoring student progress/performance.
- Collaborates with other elementary instructional staff, other school personnel, parents and a variety of community resources (e.g. committee meetings, departmental meetings, etc.) for the purpose of improving the overall quality of student outcomes, ensuring effective parental communication, and achieving established classroom objectives in support of student achievement.
- Demonstrates methods required to perform classroom and/or subject specific assignments for the purpose of providing an effective program that addressing individual student learning requirements.
- Develops elementary and lesson plans aligned with curriculum focusing on all content for the purpose of ensuring student learning.
- Directs student teachers, paraprofessionals, volunteers and student workers for the purpose of providing an effective classroom program and addressing the needs of individual students.
- Manages student behavior (e.g. classroom, playground, field trips, school transportation, etc.) for the purpose of ensuring conformance with school standards and District policies, providing a safe and optimal learning environment.
- Monitors students in a variety of educational environments (e.g. classroom, playground, field trips, bus transportation, small groups, etc.) for the purpose of providing a safe and positive learning environment demonstrating best practices.

- Oversees additional instructional programs (e.g. after school processes, summer school program, etc.) for the purpose of managing scheduled student learning programs.
- Participates in professional development and a variety of meetings (e.g. subject matter committee, department meetings, meetings with Governing Board, etc.) for the purpose of learning of current developments in the educational field.
- Prepares a variety of written materials (e.g. grades, attendance, anecdotal records, etc.) for the purpose of documenting student progress and meeting mandated requirements.
- Promotes critical and creative thinking and analysis (e.g. all appropriate fields of Science, Technology, Engineering, and Mathematics, etc.) for the purpose of providing students with instructional materials that address individualized learning.
- Reports incidents (e.g. suspected child abuse, suspected substance abuse, etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment and adhering to Education Code and school policies.
- Responds to inquiries from a variety of sources (e.g. other teachers, parents, administrators, etc.) for the purpose of resolving issues, providing information and direction.

### **Other Functions**

- Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit.

### **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, including data information systems; organizing and coordinating instructional work; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform advanced math; 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: appropriate codes, policies, regulations and/or laws; knowledge of current teaching methods and educational pedagogy, age appropriate activities; differentiated instruction for student learning styles lesson plan requirements; stages of child development; and behavioral management strategies.

ABILITY is required to schedule activities, meetings, and/or events; gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to work with others in a wide variety of circumstances; work with 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 a variety of data; and utilize a variety of 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: establishing and maintaining constructive relationships; engaging in self-evaluation; working cooperatively with other staff; communicating effectively; adapting to changing work priorities; maintaining confidentiality; exhibiting tact and patience; and working flexible hours.

#### **Responsibility**

Responsibilities include: working under limited supervision using standardized practices and/or methods; directing other persons within a small work unit; tracking budget expenditures. 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: occasional lifting, carrying, pushing, and/or pulling, some climbing and balancing, frequent stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 40% sitting, 30% walking,

and 30% standing. The job is performed under minimal temperature variations and in a generally hazard free environment.

**Experience:** Job related experience is required.

**Education:** Bachelors degree in job-related area.

**Equivalency:** Enrollment in Educator Prep Program with Alternative Teaching Certificate.

**Required Testing:**

**Certificates and Licenses**

Appropriate Arizona Teaching Credential

**Continuing Educ. / Training:**

Maintains Certificates and/or Licenses

**Clearances**

Criminal Background Clearance/Fingerprint Clearance  
MMR

**FLSA Status**

Exempt

**Approval Date**

**Salary Grade**

Governing Board Approved  
Certified Salary Placement  
Schedule

Inspiring Hope and Empowering All Students to Courageously Pursue their Goals and Dreams.