

Job Description

Board of Education Woodbridge Township

Title: **Teacher**

Function: To provide and guide learning experiences in order to advance positive pupil growth and development to meet students needs in accordance with district policies, goals, and course guides.

Reports to: Principal or his/her designee

Supervises: Students and assigned auxiliary personnel

Duties, responsibilities, and authorities:

A. Planning:

1. Assess the accomplishments of students on an ongoing basis.
2. Diagnose the learning needs of students on a continuing basis.
3. Follow the goals of the prescribed curriculum when writing lesson plans.
4. Utilize test data.
5. Report recognized student's special needs to appropriate school personnel.

B. Instruction:

1. Utilize a variety of styles and approaches which relate to achievement of curricular goals and objectives.
2. Provide learning experiences which are designed to meet the individual needs of students.
3. Provide learning experiences which are designed to reinforce basic skills.
4. Create a classroom environment that promotes mutual respect, positive attitudes, self discipline, and a sense of responsibility; and assist in extending that environment to the whole school.
5. Relate learning experiences with student's level of career development.
6. Make students aware of school and classroom rules and regulations, and maintain order as consistent with each learning experience.
7. Be aware of and, when the teacher deems appropriate, use district and community resources.

C. General professional behavior:

1. Remain abreast of current developments, new trends, research, contemporary interpretations of subject matter content, and teaching methodology in assigned area(s).
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2. Participate and cooperate with other staff and community members to reach district goals.
3. Attend staff meetings.
4. Maintain records and provide reports on students' progress as required.
5. Behave in accordance with the law and exhibit high standards of professional ethical behavior.
6. Follow district and school policies, regulations and procedures.
7. Perform duties assigned by the principal and/or his/her designee in accordance with law, policies and contract.

D. Professional preparation:

1. A bachelor's degree is required.
2. The applicant must hold, or be eligible for the appropriate certificate issued by the New Jersey State Department of Education.

E. Experience/Background:

Evidence of the characteristics of understanding, sensitivity, knowledge, and skill needed to be a classroom teacher.

F. Personal qualifications:

1. Must be mature and possess integrity.
 2. Must be able to work successfully with pupils, other staff members, and administrators.
 3. Must have the ability to communicate effectively with members of the community.
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