



CLASSIFICATION: Instruction

POSITION: Classroom Teacher, Middle School, Grades 7 & 8

PRIMARY FUNCTION

To provide the middle school student with a wholesome, stimulating, and productive learning environment, conducive to academic achievement and personal growth.

DUTIES AND RESPONSIBILITIES

The outcomes of a classroom teacher's job performance will be as follows:

1. The District's philosophy of education, instructional goals and objectives for the middle school will be implemented by instructions and action.
2. Instructional needs of pupils will have been diagnosed and the program will reflect prescriptive-type teaching aimed at meeting these needs.
3. Other members of the staff will have been cooperated with in planning the instructional programs of the school.
4. Clearly written lesson plans will be evident so that the administration and substitute teachers will be able to ascertain the class instructional direction.
5. A variety of instructional techniques and learning media consistent with the physical limitations of the location provided and the developmental level of the pupils involved will have been employed.
6. The classroom environment exemplified effective instructional practices and good rapport is evident among students and with the teacher.
7. All objectives prescribed in the adopted course of study will have been taught and students will be able to demonstrate their proficiency in each subject taught, commensurate with their ability.
8. Established goals and standards will reflect the need for students to show elements of self-discipline, recognition of other's rights, recognition of the need to follow the teacher's direction, and recognition of the need for rules and for following them.
9. Each pupil will receive information regarding his/her progress as outlined in District policy, and his/her parents will have been notified of any significant deviation from normal achievement for pupils of his/her age.
10. Parents will be able to discuss concerns regarding instruction, classroom management, pupil progress, and student evaluations directly with the teacher, who will make them feel welcome and attempt to resolve their concerns.
11. Records as required by program guidelines, by law, by District policy, and by administrative procedure will be maintained accurately, completely, and correctly.
12. When required or requested to do so under reasonable terms, provisions will be made available to students and/or parents for education-related purposes outside the instructional day.
13. School rules will be upheld and reinforced by teachers.
14. Non-instructional duties and responsibilities assigned to the teacher by the administrator on a reasonable and equitable basis will have been performed so the school has operated effectively in all aspects.



15. Activities which provide for professional growth throughout an on-going program of reading, workshops, seminars, and conferences provided by the District or other organizations; and/or advanced coursework at institutions of higher learning, will have been considered and used as needed.
16. The teacher will serve as a model in interpersonal transactions, or otherwise foster educative interaction among peers and people of other age groups.
17. Supervises and plans for classroom aides and volunteer aides when appropriate and available.
18. Executes and prepares on time such forms, records and reports as are necessary in the management of the schools.
19. Attends meetings called by the principal, superintendent, department chairperson or other persons authorized to call meetings within the confines of the Employer/Employee Agreement.

KNOWLEDGE AND SKILL

1. Is articulate in communicating with students.
2. Assesses needs and abilities of students, effectively applies teaching procedures to accomplish educational goals.
3. Knows job description and conditions of employment.
4. Is skillful in interpersonal relationships.
5. Demonstrates knowledge of assigned curriculum areas.

ESSENTIAL PHYSICAL CHARACTERISTICS

1. Has visual ability to read and interpret a printed page.
2. Has hearing acuity, with or without aide, sufficient to hear a student's voice.
3. Is articulate and clearly understood.
4. Has degree of mobility needed to supervise student activities.
5. Is able to write legibly.
6. Demonstrates energy sufficient to fulfill requirements of position.

EMPLOYMENT STANDARDS

Qualifications: The minimum requirements are a bachelor's degree and a valid California teaching credential authorizing service in the assigned segment and subject area(s) of competency.