

COLONIAL INTERMEDIATE UNIT 20

POSITION DESCRIPTION

TITLE: Teacher

QUALIFICATIONS: Valid Pennsylvania Teaching Certificate

REPORTS TO: Supervisor and/or Building Principal

LOCATION: Any classroom location in Colonial Intermediate Unit 20 service area.

JOB GOAL: Help students learn subject matter and skills that will contribute to their development as mature, able, and responsible men and women.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Instructs assigned classes.
2. Plans a program of study and employs a variety of instructional techniques to meet the:
a. district curriculum goals and objectives, b. individual needs, interests, and abilities of the students.
3. Prepares for classes assigned and shows written evidence of preparation upon request of immediate supervisor.
4. Establishes, maintains, and implements standards of classroom management that support instruction.
5. Assesses and reports student performance as required.
6. Identifies students at risk and seeks appropriate support and involvement of resource personnel to enhance instruction and student welfare.
7. Maintains accurate and complete records as required by law, district policy, and administrative directives and regulations.
8. Communicates and works cooperatively with parents and staff regarding student needs and progress.
9. Creates an environment that is conducive to learning, and appropriate to the maturity and interests of the students.
10. Arrives at the designated job site according to the established work schedule and adheres to the established work schedule.
11. Physically lifts and/or assists any student as required by students' physical needs.

OTHER MAJOR DUTIES AND RESPONSIBILITIES:

1. Attends staff meetings and serves on staff committees as required.
2. Assumes responsibility for materials and equipment and facilities.
3. Responds positively to supervision and suggestions for improvement.
4. Makes lesson plans available for use by a substitute as required by school district procedure.
5. Works to stay current in subject and/or content area as well as instructional techniques.
6. Directly supervises the work of his/her paraprofessional when appropriate.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job related instructions and to perform any other job related duties requested by their supervisor.

TERM OF EMPLOYMENT:

1. Salary and work year to be established by the board.

In accordance with state and federal law, reasonable accommodations will be considered upon employee request.

8/11/98