

JOB DESCRIPTION
—THOMASVILLE CITY BOARD OF EDUCATION

TEACHER

RESPONSIBLE TO: Principal

QUALIFICATIONS:

1. Alabama teaching certificate in area of instructional responsibility.

DUTIES AND RESPONSIBILITIES:

1. In order to maximize student achievement, teachers should be able to assess student abilities as related to desired educational goals, objectives and student outcomes.
2. Develops and implements a program of instruction that meets the individual needs, interests, and abilities of students and is consistent with local/state study/curriculum guides.
3. Plans and employs a variety of appropriate instructional/ learning strategies and activities which are compatible with physical facilities but serve the needs of students.
4. In order to provide a general environment conducive to the learning process, the teacher should be able to manage the behavior of learners in the classroom and participate in the management of student behavior in other parts of the school.
5. Communicates continuously with students and parents (either in writing or verbally) instructional expectations, student progress or lack of progress.
6. Assesses continuously student achievement and maintains appropriate assessment and evaluation documentation for institutional and individual reporting purposes.
7. Actively participates in and works with school personnel in the selection of books, equipment and other materials which provide the student with the best learning opportunities.
8. Actively participates in and works with other school personnel in planning effective instructional goals, objectives, methods and curriculum.
9. Participates in professional growth and development activities including staff meetings, and inservice and staff development activities as required or assigned.
10. Assists in the documentation of student progress by maintaining and submitting appropriate records and reports.
11. Ensures that the classroom and/or instructional environment is attractive, healthful, safe, and conducive to learning.
12. Assume other reasonable and equitable job-related duties assigned by the immediate supervisor.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Good knowledge of content, curriculum, methods, materials and equipment of instructional specialty to which assigned.
2. Good knowledge of student growth and development applicable to the grade level assigned.
3. Good knowledge of school's program of studies related to mission, goals, and organization.

4. Ability to apply knowledge of current research and theory to instructional programs.
5. Ability to plan and implement lessons based on curriculum objectives and the needs and abilities of students.
6. Ability to move around the room in order to monitor student work and behavior.
7. Ability to establish and maintain effective relationships with students, parents and peers.
8. Skilled and effective in oral and written communication.
9. Excellent human relations skills.
10. If teaching a foreign language, proficiency in oral and written communication in that language.
11. If teaching choral music, ability to demonstrate proper techniques (singing), proficiency in one or more musical instruments.
12. For both choral and instrumental music teachers, excellent hearing and ability to determine pitch and tone variations.
13. If teaching in vocational trade, including business trades, journeyman level proficiency in that trade is required with on-the-job journey, lead, or supervisory experience is highly desirable.
14. If teaching chemistry or certain science classes, ability to use appropriate masks and filters or protective clothing as protection from harmful liquids or fumes.
15. If teaching physical education and unless assigned full time as health or classroom driver education teacher, must possess sufficient strength, dexterity, endurance, agility and skill to carry out the program of studies for the activities to which assigned.
16. If a physical education teachers, some assignments may be based on gender to ensure proper behavior in locker rooms and dressing areas.
17. If a physical education teacher, some assignments may require sufficient athletic skills to demonstrate and perform appropriate athletic techniques at both the beginning and advanced levels.
18. If a physical education teachers, some assignments may require working outdoors in conditions which are moderately comfortable and require adaptation of clothes and dress to the conditions or the use of "sun blockers."
19. Physical and emotional ability and dexterity to perform required work and move about as needed in a fast-paced, high-intensive work environment.

JOB GOAL:

To facilitate student comprehension and application of concepts, skills and behaviors that contribute to the development of mature, able and responsible members of society.

EVALUATION:

Job performance for tenured personnel will be evaluated by the immediate supervisor based on Board policy. Non-tenured personnel will be evaluated annually.

APPEALS:

An employee who is not satisfied with his/her evaluation shall seek recourse by following the grievance procedure.