



MIDDLE SCHOOL CLASSROOM TEACHER (GRADES 6-8) POSITION DESCRIPTION

Description of Position

The Middle School Classroom Teacher, under the general supervision of the Principal, provides an educational program and environment which promotes learning and personal growth for students.

Classification Certificated Employment

Work Year 186 Days

1. Qualifications

- 1.1 Valid California Teaching Credential.
- 1.2 Previous teaching experience in grade level desirable with proficiency in subject area.
- 1.3 Ability to motivate pupils to develop skills, attitudes and knowledge needed to provide a good foundation for continued academic growth.
- 1.4 Ability to establish effective rapport with pupils and maintain effective working relationships with administrators, teachers, parents, and other staff members.

2. Duties and Responsibilities

- 2.1 Implements the mission, goals, objectives, policies, and course of study of the district as adopted by the Board of Trustees.
- 2.2 Develops and implements a plan of instruction and instructional materials consistent with the curriculum objectives for grade level.
- 2.3 Uses diverse teaching strategies, techniques and materials to achieve identified lesson objectives.
- 2.4 Provides individual and small group instruction when appropriate in order to adapt the curriculum to the needs of each pupil.
- 2.5 Identifies pupil needs and cooperates with other professional staff members in assessing and helping pupils solve health, attitude, behavior, and learning problems.
- 2.6 Administers group standardized tests in accordance with district testing program.

- 2.7 Uses results of diagnostic, evaluative and testing procedures and teacher observations to assess student progress and monitor growth.
- 2.8 Develops and implements programs to encourage discovery and critical thinking in pupils.
- 2.9 Provides opportunities for pupils to participate in a variety of learning activities.
- 2.10 Evaluates pupils' academic performance and social growth; records and prepares progress reports.
- 2.11 Establishes and maintains standards of pupil behavior conducive to learning.
- 2.12 Plans and coordinates the work of aides, classroom volunteers, and other paraprofessionals as it pertains to the classroom subject matter and grade level.
- 2.13 Creates, with assistance from pupils, a functional learning environment reflective of student work and units of study.
- 2.14 Performs basic attendance accounting as required.
- 2.15 Selects and requisitions books, instructional aids and supplies.
- 2.16 Participates in curriculum development programs with the school of assignment, on a district or Interdistrict level and participates in school/district/Interdistrict committees.
- 2.17 Maintains professional competence through participation in professional growth activities.
- 2.18 Supervises pupils in out-of-classroom activities.
- 2.19 Shares in the sponsorship of student activities and/or supervision of student activities.
- 2.20 Maintains open communication with parents regarding pupil's progress or concerns regarding pupil.
- 2.21 Keeps current on work email and website communications and technological proficiencies.
- 2.22 Performs other duties as assigned.

3. Organizational Relationship

- 3.1 Supervision/Evaluation – Principal