

## **CADRE TEACHER**

**JOB TITLE:** Cadre Teacher

**LOCATION:** District Schools

**SUPERVISOR:** School Principal

**SUPERVISION:** N/A

### **JOB SUMMARY:**

To plan and deliver rigorous, relevant curriculum and to facilitate student participation and opportunity for mastery to students in assigned classes when the regular classroom teacher is absent. The primary responsibility of the position is to cover teacher absences. In the event no coverage is needed, the Cadre Teacher will assist with other instructional capacities as assigned by the Building Administration.

**ESSENTIAL FUNCTIONS:** To perform the job successfully, an individual must be able to perform each essential function satisfactorily

- Cover instructional absences as assigned.
- Follows regular teacher's lesson plans in a way that ensures consistency and optimal learning, and that encourages student participation.
- Uses initiative to solve problems when they arise and is willing to make decisions based on the best interest of students.
- Communicating and collaborating on a regular basis with other teachers and administration regarding planning and assessment.
- Following through with classroom issues such as discipline, expectations and routines; communicates with appropriate parties when issues arise and as appropriate.
- Takes an active role in classroom behavioral management.
- Differentiate instruction to fit the needs and learning styles of various students.
- Attend and constructively contribute in staff meetings and professional development activities.
- Assisting, as requested, in the development of curricular materials.
- May be required to assist with the development of lesson plans, grade classwork/homework/test, and attend parent-teacher conferences.
- Participates in faculty and /or District committees and the sponsorship of student activities.
- Participates cooperatively with the administrator in the evaluation process.
- Performs other job-related duties as may be assigned by the Principal.
- Provides appropriate instruction and activities for students to meet school/District policies, goals and objectives.

## **QUALIFICATIONS:**

### EDUCATION

- Bachelor's degree which includes all courses to meet credential requirements.

### EXPERIENCE

- Current teaching certification
- A minimum of (5) years teaching experience at the elementary school level (preferred)

### OTHER

- Must be flexible and able to adjust and/or adapt to change quickly
- Cooperates in school-wide supervision of students during out-of-classroom activities.
- Excellent communication, presentation, and listening skills
- Positive attitude
- Excellent time management

## **OTHER SKILLS AND ABILITIES:**

- Ability to communicate effectively in both written and oral forms
- Ability to develop rapport and interact effectively with students
- Ability to interact and collaborate with staff, students and families in a professional manner
- Demonstrated knowledge of best practices in curriculum and instruction at the elementary school level.

## **PHYSICAL DEMANDS:** Perform physical requirements which may include:

- A. Moderate to extensive degree of physical and emotional stamina
- B. Frequent and prolonged standing, walking and sitting
- C. Ability to restrain students in emergency situations
- D. Frequent and prolonged talking/hearing conversations
- E. Possess near/far visual acuity/depth perception
- F. Possible exposure to bodily fluids due to student injury and illnesses

**WORK ENVIRONMENT:** Work is performed in an environment where unusual temperature, noise and hazards are relatively nonexistent.

**LICENSES/CREDENTIAL:** Illinois State approved Teaching License.

**TERMS OF EMPLOYMENT:** Salary is based on market comparisons as determined by negotiations with the bargaining unit. The work year is 180 days.

**EVALUATION:** Performance of this job will be evaluated in accordance with the provisions of the Board's policy on evaluation of professional personnel.

*I have read and understand the responsibilities and qualifications of this job description.*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed name*