

ELEMENTARY TEACHER

TITLE: Elementary Teacher

Location: Building

SUPERVISOR: Principal

SUPERVISES: Students, Educational Support Staff

JOB SUMMARY:

Under general supervision of the building principal, the classroom teacher creates a flexible academic program and environment favorable to learning and personal growth in accordance with each student's ability. Instructs children in activities designed to promote social, physical, and intellectual growth needed for elementary school students.

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

- Provides learning experiences and teaches the course of study prescribed by the District approved curriculum.
- Develops and uses instructional materials suitable for verbal and/or visual Instruction of students with wide range of mental, physical and emotional maturity.
- Provides individual and group instruction designed to meet individual needs and motivate students.
- Establishes and maintains standards of student control required to achieve effective participation in all activities.
- Evaluates academic and social growth of students and keeps appropriate records.
- Provides appropriate instruction and activities for students to meet school/District policies, goals and objectives.
- Communicates with parents through a variety of means.
- Holds parent conferences to discuss the individual student's progress and interpret the school program.
- Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude and learning problems.
- Creates an effective environment for learning through functional and attractive displays such as bulletin boards, interest centers, etc.
- Maintains professional competence through in-service education activities provided by the District and/or professional growth activities and university courses.
- Participates cooperatively with the administrator in the evaluation process.
- Selects and requisitions instructional materials; maintains inventory records.
- Cooperates in school-wide supervision of students during out-of-classroom activities
- Participates in faculty and/or District committees and the sponsorship of student activities.
- Performs other job-related duties as may be assigned by the Principal.

ADDITIONAL RESPONSIBILITIES: None

PHYSICAL ACTIVITY:

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.

QUALIFICATIONS:

EDUCATION

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

EXPERIENCE

- Student teaching internship or full-time teaching experience.

OTHER SKILLS AND ABILITIES:

- Cooperates in school-wide supervision of students during out-of-classroom activities.
- Participates in faculty and/or District committees and the sponsorship of student activities.
- Excellent communication, presentation, and listening skills.
- Demonstrated knowledge of best practices in curriculum and instruction at the elementary level

LICENSES/CREDENTIAL: Valid Illinois teaching credential or license authorizing services as an Elementary School Teacher.

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 provisions of the Board's policy on evaluation of professional personnel.