

POSITION DESCRIPTION

Whiteriver Unified School District #20

TITLE: Elementary Teacher

CONTRACT TERMS: 10 - Months

SALARY CLASSIFICATION: Certified Teacher Salary Schedule

GENERAL STATEMENT OF RESPONSIBILITIES: To create a flexible elementary grade program and a class environment favorable to learning and personal student growth demonstrated by multiple student data points; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation for future grade level expectations in accordance with each student's ability; to establish good relationships with parents and other staff members; to create effective lesson plans reflective of district's curriculum map and current state endorsed standards; to administer praise and constructive feedback; to instruct students on subjects such as science, language arts, and math, and create a well-rounded, comprehensive instructional program in accordance with the WUSD common core curriculum.

PRINCIPAL DUTIES: Duties of this job include, but are not limited to:

- Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, and music to students in a classroom, utilizing course of study adopted by the Board of Education, and other appropriate learning activities.
- Instructs students in citizenship and basic subject matter.
- Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each student.
- Uses a variety of effective instructional instruction strategies including eliciting frequent student response, consistently monitoring student performance, providing feedback, and providing instruction with effective pacing, etc..., such as inquiry, group discussion, lecture, discovery, etc.
- Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
- Establishes and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- Analyzes multiple student data points to determine academic/social growth and modify instruction to maintain consistent growth, keeps appropriate records, and prepares progress reports.
- Communicates with parents through conferences and other means to discuss students' progress and interpret the school program.

- Must have the ability to nurture respectful relationships with parents and children
- Must be sensitive to cultural and socioeconomic characteristics.
- 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, bulletin boards, and interest centers.
- Keeps classroom neat and orderly.
- Plan and implement programs, which encourages parent involvement and development.
- Maintains professional competence through in-service education activities provided by professional growth activities.
- Participates cooperatively with the appropriate administrator to develop the method by which the teacher will be evaluated in conformance with guidelines.
- Selects and requisitions books and instructional aids; maintains required inventory records.
- Supervises students in out-of-classroom activities during the school day.
- Administers group standardized tests in accordance with state testing program.
- Participates in curriculum development programs as required.
- Participates in faculty committees and the sponsorship of student activities.
- Incorporates STEM curriculum & activities within the classroom regularly.
- Follows the Kids at Hope initiatives.
- Demonstrate behavior that is professional, ethical, and responsible.
- Supervise the health and safety needs of children.
- Responsible for securing health, hygiene, safety, and overall well-being of children at all times.
- Responsible for reporting any symptoms of child abuse and neglect, abnormal behaviors, injuries, illnesses to proper authorities and district personnel.
- Other duties as assigned by supervisory personnel.

QUALIFICATIONS:

ACCEPTABLE EDUCATION, TRAINING & EXPERIENCE: B.A. or B.S. Degree of related subject from accredited university, Arizona Department of Education Teaching Certificate, Fingerprint Clearance Card, Highly Qualified Status, Experience is preferred but not necessary for hiring.

PHYSICAL REQUIREMENTS: Expected responsibilities would include what an elementary teacher would normally carry out in a typical full time work schedule.

- Requires prolonged sitting or standing.
- Frequently requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials.
- Frequently stooping, bending, and reaching.

- Must work indoors and outdoors year-round.
- Must work in noisy and crowded environments.
- Observe, see, hear and respond to children's needs, emergencies and conflicts that may occur in the childcare center or on the playground.
- Lift 25-40 pounds from the floor to a waist-high table when necessary.
- Crouch & bend often to a child's height; maintain eye contact at the child's level.
- Stand for short/ medium periods of time.
- Sit for short/ medium periods of time.
- Walk for short/medium periods of time
- Occasionally sit on the floor with students.
- Handle the responsibilities and routine stress often associated with Elementary Childhood education.

COMMITMENT & DEPENDABILITY:

- Willingness to be an integral member of a successful team;
- Dedication to provide the highest levels of service;
- Excellent attendance and reliability;
- Adherence to WUSD policies and procedures;
- Dedicated to maintaining confidentiality.

PERFORMANCE EXPECTATIONS:

TIME MANAGEMENT: Must plan two to twelve weeks in advance, depending upon the directive given by the site administrator.

STRESS MANAGEMENT: Periodic stress due to intermediate time deadlines and timely implementation of math program particulars.

PUBLIC CONTACT: Effectively interact primarily with students, parents, staff members, and general public.

RESPONSIBILITY: Establishing, implementing, organizing, and evaluating an effective elementary program for all students with evidence of student academic growth.

EVALUATION PROCEDURES: Principal (in accordance with provisions specified in Governing Board Policy).

SUPERVISION RECEIVED: Principal

SUPERVISION GIVEN: None