THE SCHOOL BOARD OF MARTIN COUNTY

TEACHER

JOB DESCRIPTION

QUALIFICATIONS:

(1) Bachelor's degree from an accredited educational institution.
(2) Valid Florida teacher certification in appropriate area.
(3) Any secondary teacher of Reading will be required to obtain a Reading Endorsement unless certified to teach Reading at the secondary level.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of child growth and development and especially of characteristics of students/children in the age group assigned. Knowledge of prescribed curriculum. Basic understanding and knowledge of current technology. Knowledge of learning styles and skill in using varied teaching methods. Knowledge of current trends, research and best practices related to education. Knowledge of School Board policies and practices as they relate to teaching. Skill in handling problems, concerns and emotional distress with sensitivity and tact. Skill in oral and written communication with students, parents, and others. Ability to plan, prioritize and implement activities for maximum effectiveness. Ability to assess levels of student achievement effectively, analyze test results, and prescribe actions for improvement. Ability to maintain appropriate student supervision so students have a safe and orderly environment in which to learn. Ability to work effectively with peers, administrators and others.

REPORTS TO:

Principal or Assistant Principal

JOB GOAL

To provide an educational experience in which students move toward the fulfillment of their potential for intellectual, emotional, physical, and psychological growth and maturation.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

Planning/Preparation

* (1) Create or select short- and long-range plans based on district and state curriculum requirements, student profiles and instructional priorities.
* (2) Identify specific intended learning outcomes that are challenging, meaningful, and measurable.
* (3) Plan and prepare a variety of learning activities considering individual student's culture, learning styles, special needs, and socio-economic background.
* (4) Develop or select instructional activities which foster active involvement in the learning process.

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TEACHER (Continued)

* (5) Identify, select and modify instructional materials to meet the needs of students with varying backgrounds, learning styles and special needs.
* (6) Assist in assessing changing curricular needs and plans for improvement.

Administrative/Management

* (7) Maintain a positive, organized and safe learning environment.
* (8) Manage time effectively.
* (9) Manage materials and equipment effectively.
*(10) Use effective student behavior management techniques.
*(11) Enforce school rules, administrative regulations and Board policies.
*(12) Establish and maintain effective and efficient record keeping procedures, including but not limited to, required individual student plans and reports.
*(13) Use technology resources effectively.
*(14) Instruct and supervise the work of volunteers and aides when assigned.

Assessment/Evaluation

*(15) Develop and use assessment strategies (traditional and alternative) to assist the continuous development of students.
*(16) Interpret data (including but not limited to standardized and other test results) for diagnosis, instructional planning and program evaluation.
*(17) Establish appropriate testing environment and test security.
*(18) Communicate, in understandable terms, individual student progress to the student, parents, and professional colleagues who need access to the information.
*(19) Evaluate the effectiveness of instructional units and teaching strategies.

Intervention/Direct Services

*(20) Demonstrate knowledge and understanding of subject matter.
*(21) Communicate high learning expectations for all students.
*(22) Apply principles of learning and effective teaching in instructional delivery.
*(23) Use a variety of instructional strategies appropriate for teaching students from diverse backgrounds with different learning styles and special needs and which enhance the application of critical, creative and evaluative thinking capabilities.
*(24) Use appropriate material, technology, and other resources to help meet learning needs of all students.
*(25) Provide appropriate instructional modification for students with special needs, including exceptional education students and students who have limited English proficiency.
*(26) Recognize overt indicators of student distress or abuse and take appropriate action based on school procedures and law.
*(27) Provide instruction on safety procedures and proper handling of materials and equipment.
*(28) Foster student responsibility, appropriate social behavior, integrity, valuing of cultural diversity, and respect for self and others by role modeling and learning activities.
*(29) Assist students with health and hygiene needs as required.

Collaboration

*(30) Communicate effectively, both orally and in writing, with other professionals, students, parents and community.
*(31) Provide accurate and timely information to parents and students about academic and behavioral performance of students.
*(32) Collaborate with other professionals and parents after recognizing student distress or abuse.

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TEACHER (Continued)

*(33) Collaborate with peers and other professionals to enhance student learning.

Staff Development

*(34) Engage in a continuing improvement of professional skills and knowledge.

*(35) Establish and implement an individual Professional Development Plan annually in accordance with state and district requirements.

Professional Responsibilities

*(36) Act in a professional and ethical manner and adhere at all times to The Code of Ethics and Principles of Professional Conduct of the Education Profession in Florida.

*(37) Demonstrate attention to punctuality and regular attendance.

*(38) Prepare all required reports in an accurate and timely manner and maintain all appropriate records.

*(39) Maintain confidentiality of student and other professional information.

*(40) Comply with policies, procedures and programs.

*(41) Exercise appropriate professional judgment.

*(42) Support school improvement initiatives.

*(43) Ensure that student growth/performance is continuous and appropriate for age group, subject area and/or student program classification.

(44) Perform other duties as assigned.

PHYSICAL REQUIREMENTS:

Note: Physical Requirements for a teacher may be any of the following depending on the assignment.

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

Heavy Work: Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

See Job Description Supplement for Codes	
Physical Activity - occasionally - frequently - constantly	A, F, G, I, K-R, T-V **Some teachers:** D, H B, C T, U, V
Working Conditions	B or C, F; **Some teachers:** H, M
Materials, Tools and Equipment	A, C, D, E, G, H **Some teachers:** I, J, K, L

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the district's approved compensation plan. Length of the work year and hours of employment shall be those established by the district.

TEACHER (Continued)

EVALUATION:

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

*Essential Performance Responsibilities