CODE: 201

TITLE: Teacher

QUALIFICATIONS AND CERTIFICATION:

• Demonstrates an understanding of current District educational objectives,
• Demonstrates an understanding of how current objectives apply to the individual needs of the students,
• Relates instruction to the current district curriculum content,
• Demonstrates an understanding of performance objectives in the use of curriculum materials,
• Implements the policies of the Board of Education as directed.
• Holds proper certification for his/her position.

SUPERVISOR: Building Principal, Assistant Superintendent of Learning and/or Department Director

PROFESSIONAL RESPONSIBILITIES:

Planning

• Creates lesson plans which demonstrate knowledge of District curriculum objectives
• Creates lesson plans which are sufficient for substitute teaching
• Plans purposeful assignments for assistants and volunteers
• Makes curriculum modifications to meet varied academic needs of exceptional children based on an IEP or a 504 Plan or for identified gifted/talented students

Instruction

• Demonstrates skill in execution of plans
• Varies level and pace of instruction to meet individual needs
• Provides for individual and group involvement
• Uses variety of teaching methods, materials, and motivational techniques
• Develops appropriate assignments and related homework
• Uses a variety of evaluation and assessment systems, formal and informal
• Checks for students’ understanding of directions and expectations
• Helps student see interrelationships between subject areas where appropriate
• Corrects and returns tests and assignments promptly with comments where appropriate
• Grades papers, evaluates, and provides written comments upon long term projects, and records data regarding student performance
• Strives to keep students actively engaged in the lesson, uses positive reinforcement
• Communicates knowledge of student progress to students and parents
• Uses student data to make instructional decisions
• Incorporates technology into lessons
• Encourages students to use technology to complete projects or lessons
• Demonstrates expertise in delivering the curriculum

Management

• Maintains a learning atmosphere
• Clarifies expectations regarding behavior, directions, student activities and assignments
• Maintains control and uses appropriate techniques for managing student behavior
• Prepares, maintains, and submits accurate records
• Promotes respect among students and encourages them to be positive about themselves and others
• Treats students with dignity and respect
• Communicates concerns about student to parents and appropriate personnel
• Maximizes teaching time
• Provides for the care and protection of school property
• Uses the available resources to assist students (Pupil Services Team, Gifted and Talented Coordinator, LMC staff, etc.)

**Competency**
• Is knowledgeable in assigned subject areas
• Shows evidence of continued education
• Works to establish goals and develop plans for improvement of teaching skills

**Relationships**
• Provides students with appropriate guidance and support
• Acts as a positive adult role model for students
• Is accessible to help students
• Maintains positive and constructive relationships with parents
• Maintains a positive and constructive relationship with colleagues and administrators

**Attendance**
• E evidences a history of good attendance
• Is consistently punctual to school, class, and meetings
• Evidences of history of participation in parent, student, administrative and in-service meetings
• Evidences a history of participation in assigned District and student activities

**EVALUATION:** Evaluation of this job will be evaluated in accordance with provisions of the Deerfield Education Association Collective Bargaining Agreement on evaluation of certified personnel.