

TITLE: TEACHER

JOB GOAL: Under general supervision, the classroom teacher's primary responsibility is student learning. The classroom teacher is responsible for classroom instruction in areas for which the teacher is credentialed and authorized to teach. The teacher shall create a flexible program and engaging environment favorable to learning and personal growth in accordance with each student's ability.

QUALIFICATIONS: Must hold a valid teaching credential or equivalence

ABILITY TO:

1. Adhere to federal, state and District guidelines and requirements.
2. Organize, manage, and implement curriculum and best practices of teaching and learning.
3. Develop a rich classroom environment that is focused on student learning.
4. Use student achievement data to monitor and adjust instructional practices.
5. Communicate clearly and professionally in both oral and written language.
6. Be a productive and active team member.
7. Meet established timeframes and deadlines.
8. Establish and maintain effective rapport with students, parents, and community members.
9. Handle all matters in a tactful, courteous, and confidential manner so as to maintain and/or establish good public relations.
10. Work without immediate supervision, maintaining work schedules in performing tasks.
11. Appropriately use media platforms for instructional purposes.

REPORTS TO: Site principal or designee

ESSENTIAL FUNCTIONS

1. Plan, prepare and deliver instructional activities that facilitates active learning experiences
2. Identify and select instructional resources and methods to meet students' varying needs
3. Utilize relevant technology programs to create, analyze and evaluate student records, instruction and student performance.
4. Utilize District adopted curriculum and programs to meet the needs of a diverse student population.
5. Develops and uses instructional materials suitable for verbal and/or visual instruction of students with a wide range of mental, physical and emotional maturity.
6. Establishes, monitors and maintains a safe and healthy environment required to achieve effective student engagement in all classroom activities.
7. Demonstrates rapport and respect for the individuality of students of various backgrounds.
8. Communicates and establishes classroom expectations and appropriately applies disciplinary measures where necessary.
9. Routinely evaluates academic and social growth of students and keeps appropriate records in accordance with district and site timelines, district policy, and administrative regulations.
10. Collaboratively utilize data (ex. benchmark, formative or summative) to inform instructional activities.
11. Collaborate with other teachers and administrators in the development, evaluation, and revision of school programs.
12. Collaborate with other teachers and administrators to monitor student progress.

ESSENTIAL FUNCTIONS (continued)

13. Provides or administers appropriate instruction and assessment activities for students to meet school/District policies, goals and objectives.
14. Appropriately communicates with parents through a variety of means. Holds parent conferences to discuss the individual student's progress and interpret the school program.
15. Participates cooperatively with the appropriate administrator to develop the method by which he/she will be evaluated in conformance with District guidelines.
16. Identifies student needs and cooperates with other professional staff members in assessing and helping students grow socially, emotionally, developmentally and cognitively.
17. Maintains professional appearance, grooming and personality, which establish a desirable example for students.
18. Utilize technology to enhance student learning outcomes.
19. Provides ongoing student feedback.
20. Cooperates in school wide supervision of students during out of classroom activities.
21. Maintains professional competence through in-service education activities provided by the District and/or professional growth activities and university courses.
22. Ability to meet District standards for physical and mental health.
23. Maintains credentials and required professional training/certificates.
24. Performs basic attendance duties and record keeping services as needed.
25. Attends and participates in school-based meetings and activities
26. Prepares lesson plans, current seating charts, and classroom procedures for substitute teachers
27. Builds strong, positive relationships with students and parents
28. Performs other related duties as assigned.

PHYSICAL ABILITIES

1. Visual ability to write and read handwritten or typed documents and the display screen of various technological devices
2. Able to conduct verbal conversation in English.
3. Able to hear normal range verbal conversation (approximately 60 decibels.)
4. Able to sit, stand, stoop, kneel, bend, and walk.
5. Able to stand and/or walk on hard flooring for sustained periods of time, up to and including eight (8) hours.
6. Able to lift up to twenty-five (25) pounds frequently, and fifty (50) pounds occasionally.
7. Able to carry up to twenty-five (25) pounds frequently, and fifty (50) pounds occasionally.
8. Able to operate a motor vehicle in a safe and effective manner.
9. Able to sustain strenuous manual labor for 15 - 30 minutes at one time.
10. Able to exhibit full range of motion for shoulder external rotation and internal rotation.
11. Able to exhibit full range of motion for shoulder abduction and adduction.
12. Able to exhibit full range of motion for elbow flexion and extension.
13. Able to exhibit full range of motion for shoulder extension and flexion.
14. Able to exhibit full range of motion for back lateral flexion.
15. Able to exhibit full range of motion for hip flexion and extension.
16. Able to exhibit full range of motion for knee flexion.

TERMS OF EMPLOYMENT: 185 day Calendar

EVALUATION: Performance of this job will be evaluated in accordance with Board of Education policy and provisions.

Approved by: Board of Education
Revised: September 22, 2016

Date: April 7, 1976

**MURRIETA VALLEY UNIFIED SCHOOL DISTRICT IS A
TOBACCO-FREE, DRUG-FREE WORKPLACE AND
AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**