

## **Job Description**

### **Self-Contained Classroom Teacher**

#### **Purpose:**

The purpose of this class is the achievement of student learning objectives accomplished through the use of planned instructional strategies and practices by the classroom teacher. The objectives will have been mutually determined as specified through language contained in the collective bargaining agreement and will be reflective of the district's goals, as well as the school and individual teacher's goals.

#### **Duties and Responsibilities:**

1. Teaching the concepts, skills, and content as set forth in state and local curriculum frameworks, guides, and standards, including but not limited to the following areas: language arts, social studies, mathematics, science, health, art, music, and physical education.
2. Instruct students in communication skills, citizenship, and other topics specified in state law, and regulations and procedures of the school district.
3. Provide carefully planned learning experiences to motivate and involve students while maximizing learning time/instructional time.
4. Develop appropriate lesson plans to take into account the type of instruction to be used, individual, small group, or large group.
5. Tailor lesson plans so as to take into account a variety of learning styles, intelligences, special talents, student skills levels, and special needs.
6. Create an acceptable student learning environment through the establishment of stated expectations for student behavior and deportment.
7. Create consistency in procedures, giving directions and expected student behavior. Post brief statement of teacher expectations and classroom procedures.
8. Identify individual student strengths, needs, and performance levels. Refer students as may be appropriate to student study team for assessment of performance, learning difficulties, attitude, behavior, and/or health.
9. Create an attractive and productive learning environment utilizing centers, displays, bulletin boards, and technology aides as may be appropriate.
10. Maintain professional competence through active participation in district provided staff development, and through involvement in continuing education offered by universities for credit.
11. Perform basic attendance accounting and other business activities as may be appropriate to your position.
12. Work collaboratively with colleagues in addressing either professional or student-related problems and concerns, which may arise during the year.
13. Cooperate with the principal in developing measurable performance objectives that reflect district standards or goals as may be applicable, for purposes of teacher evaluation.
14. Endeavor to stay current on educational issues through reading of professional journals, books, or other possible resources.

### **Related Duties and Responsibilities**

1. Select and order materials and supplies needed for classroom operations. Inventory district supplied textbooks and other materials, request additional materials as may be needed.
2. Insuring adequate lighting, heating, and ventilation within the classroom, to the extent over which the teacher has control.
3. Supervising students in out-of-classroom activities during the assigned working day.
4. Administering group standardized test in accordance with the state/district-testing program.
5. Participating in curriculum and other staff development programs that are offered at either the school or district level.
6. Share in the supervision of student activities and serve on staff committees.
7. Attend and participate in staff meetings.
8. Plan and coordinate the work of instructional assistant, volunteers, and paraprofessionals.

### **Minimum Qualifications:**

1. Bachelors degree or higher college/university awarded degree
2. Valid California teaching credential appropriate to the grade level at which the employee will be working.
3. Verification of units earned through filing of official transcripts with the district.
4. No physical limitations that would inhibit the individual's ability to meet requirements of the position.