

JOB DESCRIPTION

Primary Function (Job Goal):

Facilitate instruction in technology and family and consumer science concepts using modules to deliver hands-on activities and multimedia curriculum.

Reports To: Building Principal

Qualifications:

1. ISBE Type 03 or Type 09 Certificate
2. Certificate bearing Middle School endorsement in teaching a core content area.
3. Meeting “Highly Qualified” requirements of NCLB by having taken the elementary/middle school test.
4. Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable.
5. Ability and willingness to operate power tools in support of student projects.
6. Light Work: Ability to exert up to 20 pounds of force occasionally, and/or up to 10 pounds of force as frequently as needed to move objects.
7. Ability to communicate effectively in the English language, both orally and in writing, with other professionals, students, parents, and the community.
8. A valid drivers license and personal vehicle are required for positions shared between different locations.
9. This position requires the teacher to make regular supply purchases at local stores using his or her own transportation.
10. Communicate effectively in the English language, both orally and in writing, with other professionals, students, parents, and the community.

Performance Responsibilities (Essential Duties):

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, ability, physical demands and working conditions required of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Staff will be advocates for all learners, focus on academic achievement, and build on student successes by committing to continuous instructional improvement and providing an environment that supports the social development of all students.

1. Planning and Preparation

- 1a. Demonstrate knowledge of content and pedagogy
- 1b. Demonstrate knowledge of child growth and development and especially of characteristics of students/children in the age group assigned.
- 1c. Set appropriate instructional goals
- 1d. Design coherent instruction based on district learning targets, the primary function of this position and student data.
- 1e. Design formative and summative assessments that measure student performance based on established learning targets.
- 1f. Demonstrate a basic understanding and knowledge of current technology, that is incorporated as a natural instructional tool, in constant use.

2. Classroom Environment

- 2a. Create an environment of respect and rapport
- 2b. Establish a culture for learning
- 2c. Manage classroom procedures
- 2d. Manage student behavior
- 2e. Organize the physical environment to promote learning.

3. Instruction

- 3a. Implement instruction planned in accordance with Section 1
- 3b. Communicate with students
- 3c. Use appropriate questioning and discussion techniques
- 3d. Engage students in learning
- 3e. Use assessment information to drive instructional decision making
- 3f. Demonstrate flexibility and responsiveness

4. Professional Responsibilities

- 4a. Reflect on teaching
- 4b. Maintain accurate records

- 4c. Communicate with families
- 4d. Participate in a professional learning community
- 4e. Grow and develop professionally
- 4f. Demonstrate professionalism in behavior and dress
- 4g. Attend meetings, serve on committees, and perform such other duties and assume other responsibilities as may be assigned by the Principal or his/her designee in accordance with the TEA collective bargaining agreement and the Board of Education.

Terms of Employment: 180 Days

Evaluation: Performance of this job will be evaluated in accordance with the Board of Education's policy on Evaluation of Professional Personnel.

Employee Signature/Date

Supervisor Signature/Date

Copy to Employee and Supervisor