

Job Title:	Teacher	Wage/Hour Status:	Exempt
Reports to:	Campus Principal	Pay Grade:	Teacher Scale
Dept/School:	Assigned Campus	Days:	187
Date Revised:	12/2009	Job Code:	Varies

Primary Purpose:

Provide students with appropriate learning activities and experiences in the core academic subject area assigned to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society. Provide instruction and coach students to develop skills and ability to excel in sport assigned. Contribute to education program as a whole and to growth of students involved in athletics.

Education / Certification:

1. Bachelor's degree from accredited university.
2. Valid Texas teaching certificate with required endorsements or required training for subject and level assigned.
3. Demonstrated competency in the core academic subject area assigned.

Special Knowledge / Skills:

1. Knowledge of core academic subject assigned.
2. General knowledge of curriculum and instruction.
3. Ability to instruct and supervise student athletes.
4. Strong organizational, communication, and interpersonal skills.
5. General knowledge of coaching techniques and procedures is preferred.
6. Knowledge of University Interscholastic League (UIL) rules is preferred. Ability to instruct students and manage their behavior.

Experience / Other Requirements:

1. At least one year of student teaching or an approved internship.
2. Prior coaching experience is preferred.

Major Responsibilities and Duties: **Instructional Strategies**

1. Develop and implement lesson plans that fulfill the requirements of district's curriculum program and show written evidence of preparation as required.
2. Prepare lessons that reflect accommodations for differences in student learning styles.
3. Present subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.
4. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
5. Conduct assessment of student learning styles and use results to plan instructional activities.
6. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
7. Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
8. Manage and supervise athletic activities, contests, and practice sessions to promote individual growth in athletic skills, teamwork, and good sportsmanship.
9. Plan and supervise assignments of teacher aide(s) and volunteer(s).
10. Use technology to strengthen the teaching/learning process.

Student Growth and Development

1. Help students analyze and improve study methods and habits.
2. Conduct ongoing assessment of student achievement through formal and informal testing.
3. Accompany and supervise student athletes during athletic competitions in assigned sports on out-of-town trips.
4. Instruct and advise students on NCAA regulations with regard to academic requirements for scholarships and recruiting practices.
5. Apply and enforce student discipline during athletic contests, practice sessions, and while on trips off school property in accordance with Student Code of Conduct and student handbook.
6. Encourage, by example and through instruction, sportsmanlike conduct in all phases of athletic participation.

Classroom Management and Organization

1. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
2. Manage student behavior in accordance with Student Code of Conduct and student handbook.
3. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
4. Assist in selection of books, equipment, and other instructional materials.

Communication

1. Establish and maintain open communication by conducting conferences with parents, students, principals, and teachers.
2. Maintain a professional relationship with colleagues, students, parents, and community members.
3. Use effective communication skills to present information accurately and clearly.

Professional Growth and Development

1. Participate in staff development activities to improve job-related skills.
2. Keep informed of and comply with state, district, and school regulations and policies for classroom teachers.
3. Compile, maintain, and file all physical and computerized reports, records, and other documents required.
4. Maintain a current inventory of all fixed assets within program.
5. Oversee process of cleaning, repairing, and storing all campus athletic equipment.
6. Attend and participate in faculty meetings and serve on staff committees as required.
7. Responsible for properly maintaining district records, adhering to all policies set forth by the district for records maintenance and learning the records retention schedule for department records.
8. Perform other duties as assigned.

Supervisory Responsibilities:

Supervise assigned teacher aide (s).

Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Maintain emotional control under stress.
2. Frequent standing, stooping, bending, pulling and pushing.
3. Move small stacks of textbooks, media equipment, desks, and other classroom equipment.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Name (please print) _____

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____