

JOB DESCRIPTION

Gadsden City Schools

TITLE:	Classroom Teacher
QUALIFICATIONS:	As set by state certification requirements and local board of education policies
REPORTS TO:	Principal
SUPERVISES:	Assigned students, all other students and aides when applicable
JOB GOAL:	To help students learn subject matter and/or skills that will contribute to their development as mature, able, and responsible members of society

PROFESSIONAL QUALITIES:

1. Assists administration in initiating, developing, and implementing school policies and/or rules governing students' life and conduct.
2. Strives toward continuous professional growth as needed for one's own professional area.
3. Supervises and instructs classes in the locations and at the times designated.
4. Maintains accurate and adequate records.
5. Cooperates with other members of the staff in planning instructional goals, objectives, and methods as requested.
6. Maintains speech, appearance, and behavior which are professionally appropriate and conducive to the teaching, learning process.
7. Performs other reasonable and appropriate assignments as may be delegated by the administration in accordance with the policies of the Gadsden City Board of Education.

TEACHING EFFECTIVENESS:

1. Assists in the selection of books and equipment and directly administers state allocation of funds for other instructional materials.
2. Selects and effectively uses appropriate instructional materials which are made accessible to students.
3. Prepares for classes assigned and has written plans.
4. Takes necessary and reasonable precautions to protect students, equipment, and facilities.
5. Accepts an equitable share of responsibility for the supervision of students for co-curricular activities.

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6. Plans a program of instruction following the Alabama State Course of Study that meets the individual needs, interests, and abilities of students. Uses a variety of techniques and exhibits a knowledge of the subject matter.
7. Provides a classroom environment that projects a pleasant but disciplined physical atmosphere, promoting positive self-control and self-concepts. Encourages a motivational atmosphere which respects the rights of others while reflecting the goals of the school system.
8. Strives to implement by instruction and action the system's instructional goals and objectives. Includes in instructional program all guidelines and mandates by authorized regulating agencies applicable to the area of concentration.
9. Writes, speaks, and listens well and communicates on a level commensurate with varying abilities of the students. Works to maintain open lines of communication with students, parents, and administration.
10. Evaluates student progress on a regular basis, using system standards. Posts grading system and requirements according to Board policy.