

DESERT SANDS UNIFIED SCHOOL DISTRICT

Job Description

Title: Secondary Classroom Teacher	Reports To: Principal
Department: School Site	Classification: Certificated
Work Year: 10 Months	Salary: Certificated Salary Schedule

Basic Functions:

Provides an educational program for students in the specifically assigned duties and conducts herself/himself as a professional person, exhibiting the qualities of ability, personality and integrity that will make him/her respected by all those with who he/she associates.

Representative Duties:

1. Instructs assigned students in groups or individually as required.
2. Utilizes adopted curriculum guides and courses of study as a primary source of teaching goals and objectives.
3. Evaluates pupil growth and progress using state standards and adopted curriculum assessments.
4. Modifies adopted objectives to individual needs of assigned students.
5. Prepares written plans that clearly organize long and short range teaching and learning objectives based on standards.
6. Submits lesson plans to immediate supervisor weekly and as requested.
7. Establishes and maintains accepted standards of student behavior and conduct.
8. Provides a suitable learning environment conducive to maximize learning.
9. Communicates appropriately with parents regarding student progress, needs and problems.
10. Prepares and submits prompt and accurate records and reports such as grades and attendance as required.
11. Maintains suitable knowledge and skills in areas of specifically assigned duties through course work, in-service training, and professional growth activities.
12. Cooperates with other professional staff members.
13. Performs other professional duties as assigned, including but not limited to, supervision of standardized tests, participation in directed student activities, working with professional committees.
14. Supervises pupils in out-of-classroom activities during the assigned working day.
15. Sets personal example of appropriate dress, speech and professional conduct.

Knowledge and Skills Required:

- Knowledge of guidelines and subject area curriculum and instruction.

This description is not intended to encompass all duties and responsibilities that may be assigned to or performed by an individual. The job description is intended only to identify the types of duties and responsibilities that can be performed by an individual assigned to this classification.

Education and Experience:

Successful and extensive teaching experience preferred.

Licenses, Certifications and Testing Required:

- Valid California Teaching Credential.
- Fingerprint/criminal justice clearance.
- Tuberculosis clearance.
- Must possess or have ability to obtain a valid California Driver's License or California Identification Card.
- Ability to meet No Child Left Behind requirements.
- Ability to obtain English Language Authorization.

Physical Requirements and Working Conditions:

The Office of Certificated Personnel Services embraces the American with Disabilities Act (ADA). The requirements of the position are maintained in the Personnel Department; and, the individual shall be able to perform the essential functions of the position.

While performing the duties of this job, the employee is regularly required to sit, walk, stand and talk or hear. Specific vision abilities required by the job include close vision and distant vision. Occasionally, yet essential to this position, the individual must meet deadlines with severe time constraints, while interacting with the public and other workers. Occasionally, the position requires the employee to work irregular and extended hours. Directly responsible for the safety, well-being or work output of other people. Ability to meet multiple demands from several people.

Regular work year: 182 days