**MAPLE RUN UNIFIED SCHOOL DISTRICT**
**Job Description**

**Job Title:** Elementary Classroom Teacher
**Job Group:** Educator
**Reports to:** Principal

**Summary:** To create grade appropriate programs and a positive class environment that motivates pupils to develop skills, knowledge and attitudes, according to each pupil's ability, in order to develop a solid foundation for continued learning. Establishes effective relationships with students, parents, staff and community members to enhance learning opportunities.

**Essential Duties and Responsibilities:** *Other duties may be assigned.*

1. Develops standards-based lesson plans and instructional material and employs current and best practice pedagogical techniques to provide individualized and small group instruction to adapt the curriculum to the needs of each pupil.
2. Translates lesson plans into developmentally appropriate learning experiences.
3. Assesses and monitors learning using a variety of methods and adjusts instruction accordingly to individual student needs.
4. Communicates regularly with parents outside normal classroom day by means of newsletters, notes, phone calls, e-mails, conferences, etc.
5. Establishes and maintains standards of pupil behavior to achieve an effective learning atmosphere.
6. Evaluates pupils' academic and social growth, keeps appropriate records and prepares progress reports.
7. Identifies pupil needs and makes appropriate referrals and develops strategies for individual education plans.
8. Is available to students and parents for education-related purposes outside the instructional day.
9. Plans, coordinates and supervises the work of employees, parents, and volunteers in the classroom and on field trips.
10. Creates a respectful and safe environment that is developmentally appropriate for age/grade of students.
11. Instruct students in citizenship and basic subject matter using current best practices and as specified in state law and administrative regulations and procedures of the school and supervisory union.

**Supervisory Responsibilities:** Supervises classroom employees, students and volunteers. Monitors student discipline through an appropriate classroom management program.

**Qualification Requirements:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:** Bachelor's Degree.

**Certificates, Licenses, Registrations:** Valid Vermont Teaching License and appropriate endorsement for content and grade level.

**Language Skills:** Ability to read, analyzes, and interprets textbooks, periodicals, professional journals, technical procedures, and/or governmental regulations. Ability to write lesson plans, reports, correspondence, and procedures. Ability to effectively present information and respond to questions from

students, parents, staff and the public. Ability to use a variety of assessments for student work.

**Mathematical Skills:** Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of algebra, and geometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to use a variety of assessments for student work.

**Reasoning Ability:** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**Other Skills and Abilities:** Ability to apply knowledge of current research and theory to instructional program; ability to plan and implement lessons based on school and supervisory union objectives and the needs and abilities of assigned students. Ability to establish and maintain effective relationships with students, peers and parents; skilled in oral and written communication. Ability to perform duties with awareness of all supervisory union requirements and Board policies.

**Physical Demands:** The physical demands described here represent 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.

While performing the duties of this job, the employee is frequently required to stand, walk, sit, kneel, bend, talk or hear. While performing the duties of this job, the employee may occasionally push or lift up to 50 lbs. such as boxes of books and AV/VCR carts. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by the job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

**Emotional Demands:** The individual must be able to work with others in a collegial and cooperative manner, model best behavior, must show above average interpersonal skills and follow directions of school leadership.

**Work Environment**: The work environment characteristics described here represent those employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate to loud. Duties are performed indoors and occasionally outdoors.

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| **Terms of Employment:** | Per Master Agreement |
| **Evaluation:** | Per established agreement |
| **Date:** | May 16, 2018 |

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties may be assigned and are performed by the individuals currently holding this position*