

Rocklin Unified School District

JOB TITLE: Classroom Teacher K-12

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES:

The Classroom Teacher works under the immediate supervision and direction of the Principal. The teacher will plan, implement, and evaluate the instructional activities for groups and individual students for the assigned class and subject areas. Final responsibility and authority for assignment and performance is vested in the Principal.

SUPERVISOR: Principal

TYPICAL DUTIES:

Provide a learning environment that allows for individual differences and respect for the dignity and worth of each student.

Identify, prescribe, and select materials; meet the instructional needs of assigned students.

Establish standards of student performance which can be quantitatively and qualitatively evaluated.

Assist specialists in the identification, assessment, and resolution of special student problems.

Administer group tests in accordance with district or school testing programs. Utilize the results of the testing program for identifying student needs and provide appropriate instructional activities.

Develop goals and prepare and implement specific objectives for class according to Board Policies and Administrative Regulations. Goals are to be consistent with the philosophy of goals for the district.

Develop and implement lesson plans which are consistent with district policy and guidelines.

Develop knowledge and skills essential to effectively teach students in the grade assigned.

Participate in the development and implementation of district and school curriculum.

Attend district workshops and college classes to keep up-to-date on changing methods and procedures.

Attend required meetings called by administrators or grade level chairmen.

Maintain a behavioral climate in the classroom conducive to learning.

Communicate with students and parents on the educational and social progress of the student; interpret the school program to parents and students.

Adhere to the California Education Code, Title V, and carry out Board Policies and Administrative Procedures.

Abide by professional ethics standards established by Board Policy.

Demonstrate mutual respect and dignity.

Work cooperatively with the entire school staff to promote effective student learning experiences.

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Plan and coordinate the work of teacher aides, teacher assistants, and para professionals.

Maintain punctuality for all prescribed functions.

Prepare required forms, maintain accurate pupil academic records, attendance records, and cumulative student progress and achievement records and reports.

Maintain functional learning environments, including orderliness of equipment and materials assigned to the classroom.

Exercise supervision and care over books, supplies, and equipment; instruct pupils in the proper use and preservation of school property; and maintain records which establish student accountability for assigned school property.

Assume the responsibility for the safety and welfare of students.

Assume the responsibility for the safety and welfare of students whenever a danger is observed on or about the campus.

Be responsible for immediate interior and exterior supervision during passing periods, recess, before and after school.

Be accountable for supervision as assigned by the principal/designee.

Actively participate in extra curricular activities.

Supervise pupils in extra curricular activities as designated by the administrator.

Share in sponsorship of student activities.

Participate cooperatively in the development of the school and grade level budgets.

EMPLOYMENT STANDARDS:

Bachelor's Degree with a valid California Teaching Credential authorizing service in the assigned grade and subject area.

DESIRABLE QUALIFICATIONS:

Teaching experience at grade level or subject area assigned; Master's Degree and/or post graduate course work.

GOALS OF EFFECTIVE PERFORMANCE:

To participate in the planning, implementing and evaluating of the best possible educational program for children in consideration of the needs of the students.

DESCRIPTION OF PHYSICAL REQUIREMENTS:

Medical Category I - Classroom Teacher K-12

1. Position requires normal physical strength and endurance for standing, sitting, bending, or walking.
2. Work assignments are normally located in a work environment with light physical work and requires light physical effort.
3. Lifting 25 pounds maximum or carrying any object weighing over 15 pounds.

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Medical Category III - Classroom Teacher K-12 (Physical Education)

1. Positions in this category require ability associated with prolonged periods of heavy physical labor.
2. Position regularly performs heavy physical labor requiring ability to lift, carry, push, pull, and move heavy objects or materials.
3. Great physical demand for strength and endurance.
4. Requires heavy physical effort such as lifting over 50 pounds on continuous basis.
5. Physical functions involve heavy physical exertion.
6. Lifting over 50 pounds or carrying any object over 25 pounds.

Adoption Date: August 1, 1990

Revised: November 4, 1992

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