

# Goochland

## COUNTY PUBLIC SCHOOLS

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| <b>JOB TITLE:</b><br>Teacher    | <b>WORK SCHEDULE:</b><br>200 days (10-month)                              |
| <b>REPORTS TO:</b><br>Principal | <b>EMPLOYMENT STATUS:</b><br>Certified<br><b>LICENSE REQUIRED:</b><br>Yes |
| <b>FLSA STATUS:</b><br>Exempt   | <b>SALARY RANGE:</b><br>\$45,474 - \$54,246                               |

### Summary

To plan, organize and implement an appropriate instructional program in an elementary or secondary learning environment that guides and encourages students to develop and fulfill their academic potential. Work is performed under the supervision of the principal.

### Essential Duties and Responsibilities

- Plans, prepares and facilitates engaging instruction to diverse learners each day.
- Develops lesson plans, activities, and assessments that are in accordance with established procedures.
- Instruct and monitor students in the use of learning materials and equipment.
- Use relevant technology to support and differentiate instruction.
- Manage student behavior in the classroom by proactively creating a positive classroom culture and enforcing established classroom, school, and district rules and procedures.
- Provide appropriate ongoing and summative feedback on student performance, including prompt and meaningful feedback on student projects, homework, classwork, and assessments.

- Encourage and monitor the progress of individual students and use information to adjust teaching strategies.
- Maintain accurate and complete records of students' progress and development.
- Update all necessary records accurately and completely as required by laws, district policies and school regulations.
- Prepare required reports on students and activities.
- Participate in department, school, district and parent meetings and.
- Collaborate with staff, including department or grade level colleagues, administrators, and other content area colleagues in the development of lessons.
- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs via a variety of methods.
- Establish and communicate clear objectives for all learning activities.
- Prepare classroom for class activities.
- Provide a variety of learning materials and resources for use in educational activities.
- Observe and evaluate student's performance and development.
- Perform other duties that may be assigned by the Superintendent, or designee.

### **Qualifications**

Must hold appropriate Virginia Teaching License with the appropriate endorsement in assigned subject area.

### **Education and/or Experience**

**Bachelor's degree (B.A. or B.S.) from four-year college or university;**

### **Language Skills**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of parents or public.

### **Reasoning/Other Abilities**

Ability to apply common sense understanding to carry out simple one-or two-step instructions. Ability to deal with standardized situations with only occasional or no variables.

**Physical Demands**

Regularly required to sit, stand, walk, talk, hear, operate a computer, hand-held learning devices and other office equipment, reach with hands and arms, and must occasionally lift and/or move up to 10 pounds .

**Work Environment**

The work environment characteristics are representative of those an 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.

**Evaluation**

Performance of this job will be evaluated in accordance with school board policy and administrative regulations on evaluation of licensed personnel.